CITY COUNCIL AGENDA

CITY OF NOVI
Regular City Council Meeting
January 26, 2026 | 7:00 PM
Council Chambers | Novi Civic Center | 45175 Ten Mile Road
(248) 347-0460

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL – Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz, Martinez, Smith, Staudt

APPROVAL OF AGENDA

PUBLIC HEARINGS

PRESENTATIONS

24/25 Council Goals Final Update

REPORTS

1. Manager/Staff

2. Attorney

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

CONSENT AGENDA REMOVALS AND APPROVALS – All items listed under Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered at the end of the normal Agenda.

MATTERS FOR COUNCIL ACTION

1. Consideration of tentative approval to rezone approximately 34 acres of land east of Novi Road, south of Ten Mile Road from Light Industrial and Office Service to Community Business and Low-Density Multiple Family with a Planned Rezoning Overlay.

2. Consideration of approval to award engineering design services to AECOM for 11 Mile Road, Wixom Road to Beck Road, rehabilitation and reconstruction, and

for the construction of a roundabout at the intersection of 11 Mile Road and Beck Road, in the amount of $108,976.

3. Consideration of approval to award engineering design services to AECOM for a Meadowbrook Road, 9 to 10 Mile Road, project, in the amount of $128,267.

4. Approval and confirmation of goal language from January 10, 2026 Council Goal Setting Session

5. Consideration of a Resolution Regarding the Sunsetting of the Older Adult Services Advisory Board.

CONSENT AGENDA REMOVALS FOR COUNCIL ACTION – Consent Agenda items which have been removed for discussion and/or action.

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

COMMITTEE REPORTS

1. Council Rules Committee - Mayor Fischer

2. Ordinance Review Committee - Mayor Fischer

3. Finance & Administration Committee - Mayor Fischer

4. Long-Range Strategic Planning Committee - Mayor Pro Tem Casey

5. Environmental Sustainability Committee - Councilmember Smith

6. Public Utilities & Technology Committee - Gurumurthy

MAYOR AND COUNCIL ISSUES

1. Data Centers - Council Member Martinez

COMMUNICATIONS

CONSENT AGENDA – Background information for Consent Agenda items is available for review at the City Clerk's Office.

A. Approve Minutes of:
January 10, 2026 - Regular Meeting

B. Approval of request to transfer ownership of an existing Class C & SDM license from Wasabi K & H Inc. to Novi Ichiban Restaurant LLC (dba Ichiban Japanese Steakhouse), located at 42050 Grand River Ave, Novi, MI 48375.

C. Approval to award a contract continuation for interim finance and accounting services to The WoodHill Group.

D. Approval of Recommendation from Council Rules Committee to amend Council Organization and Order of Business.

E. Consideration of approval to award engineering design services to OHM Advisors for the construction of a roundabout at the intersection of 11 Mile Road and Taft Road, in the amount of $98,000.

F. Approval of the final payment to Highway Maintenance and Construction Company, Inc. for the 2024/2025 Capital Preventative Maintenance in the amount of $37,990, plus interest earned on retainage.

G. Adoption of a resolution amending a contract with the Michigan Department of Transportation (MDOT) for the reconstruction and widening of Beck Road between 11 Mile Road and Grand River Avenue.

H. Acceptance of a warranty deed from the property owner of the subject parcel (parcel 50-22-16-300-055) for the reconstruction and widening of Beck Road between 11 Mile Road and Grand River Avenue, in the amount of $16,907.00.

I. Approval of the final payment to Brencal Contractors, Inc. for the DPW Salt Dome Replacement project, in the amount of $61,843.00, plus interest earned on retainage.

J. Approval of resolution establishing smoking and vaping ban within specified areas and in city parks.

K. Approval of claims and warrants – Warrant 1195

ADJOURNMENT

SCHEDULED MEETINGS – All Regular Council meetings are held in the Council Chambers unless otherwise noted. For a complete listing of scheduled meetings, please visit the Event Calendar at cityofnovi.org.

NOTICE: People with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk (248) 347-0456 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

MEMORANDUM

TO: MAYOR FISCHER AND CITY COUNCIL

FROM: DANIELLE MAHONEY, ASSISTANT CITY MANAGER

SUBJECT: 2025 YEAR-END COUNCIL GOALS UPDATE

DATE: JANUARY 22, 2026

As the City closes out Calendar Year 2025, this memo provides a summary of progress on Council's strategic priorities over the past two years and formally closes out the current goal cycle. The attached tracker reflects progress on **23 Council-directed goals** adopted through the FY 2024–25 and FY 2025–26 goal-setting processes.

Over the past two years, Council established a focused set of priorities addressing service delivery, infrastructure, financial stewardship, governance, sustainability, and long-range planning. Staff has provided regular quarterly updates to support transparency, accountability, and alignment as these goals progressed from planning through implementation.

OVERALL GOAL STATUS (TWO-YEAR VIEW)

Goal Status	Number of Goals	Description
Completed	7	Goals where primary Council-directed outcomes were achieved and transitioned into ongoing operations or implementation
In Progress	10	Multi-phase or multi-year goals with substantial progress and active work underway
Planning / Early Phase	5	Goals initiated later in the cycle or requiring additional coordination, scoping, or sequencing
Not Started	1	Goals not yet underway due to sequencing or other constraints
Total Goals Tracked	**23**	Excludes separately tracked transformative initiatives

Taken together, this reflects strong forward momentum, with the majority of goals either completed or actively underway. Several items were intentionally structured as multi-year efforts and are progressing as anticipated.

KEY ACCOMPLISHMENTS (COMPLETED GOALS)

Notable accomplishments achieved over the past two years include:

Operate a world-class, sustainable local government:

- Implementation of a Defined Contribution / Hybrid retirement strategy, including related policy updates.

- Increased engagement and outreach efforts with Novi's Diverse Populations. While this work is ongoing and will continue to be advanced through the Novi 2050 process, the Diwali Festival represented a significant milestone and meaningful accomplishment in expanding inclusive community engagement.

- Completion of a sidewalk maintenance policy review and condition evaluation, positioning the City for future pedestrian infrastructure investment.

- Achievement of Council-established PASER targets, with the percentage of roads in poor or fair condition reduced below the adopted threshold.

- Strengthened the Boards and Commissions structure to improve clarity, consistency, and effectiveness. This goal reached a key milestone with the development of streamlined appointment and interview periods, internal process improvements to better support board and commission members (including an AI framework that was shared in early October) and enhance overall governance.

- Evaluated opportunities to enhance yard waste services. While staff concluded that expanding or modifying yard waste services was not feasible at this time, the Environmental Sustainability Committee is exploring targeted compost pilot opportunities to evaluate future options in a measured and cost-effective manner.

- Regional collaboration on 8 Mile road was achieved, and the stretch of road between Meadowbrook and Haggerty was reconstructed and completed this fall. The 8 Mile/CSX Bridge work was publicly bid out in late 2025. Construction expected start in March 2026 with completion in August 2026.

MAJOR GOALS STILL IN PROGRESS

Several Council priorities remain active due to their scope, complexity, or intentional multi-year design, including:

- Novi 2050 Long-Range Strategic Planning
- Environmental Sustainability Action Planning
- Broadband Master Planning
- Boards and Commissions process improvements
- Joint collaboration with Novi Community School District & community facility planning efforts
- Senior mobility and transit financial sustainability planning
- Accreditation and reaccreditation efforts across multiple departments
- CIP Millage Renewal

These initiatives represent significant organizational investments that will continue to shape policy, capital planning, and service delivery beyond this goal cycle.

TRANSITION TO THE NEXT GOAL CYCLE

Council has completed its most recent goal-setting discussion, and staff is now shifting focus to implementation planning for the new Council goals anticipated for adoption at the January 26 City Council meeting.

As part of this transition, staff will:

- Officially close out reporting on the prior two-year goal set,
- Align departmental work plans and resources with the newly adopted goals, and
- Continue the established quarterly progress update cadence, consistent with past practice.

This year-end summary is intended to provide clear accountability for the past two years of Council priorities, acknowledge progress achieved, and support a smooth transition to the next phase of Council-directed work.

Thank you for your leadership and continued guidance.

Attachment: Red Box Objectives spreadsheet.

COUNCIL GOALS

TWO-YEAR GOAL CYCLE FINAL UPDATE

January 26, 2026

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BACKGROUND

- On January 6, 2024, City Council convened for the Early Input Budget and Goal Setting Session.

- The strategic goals discussed during this session were unanimously approved at the February 12, 2024, Council Meeting.

- These goals are prominently displayed on the City's website and in Council's annual budget.

- The City's strategic priorities are represented by short and long-term goals and align with three core program areas:

  - **OPERATE a World-Class, Sustainable Local Government**
  - **BUILD a Desirable and Vibrant Community for Residents and Businesses**
  - **INVEST Properly in Being a Safe Community for All**

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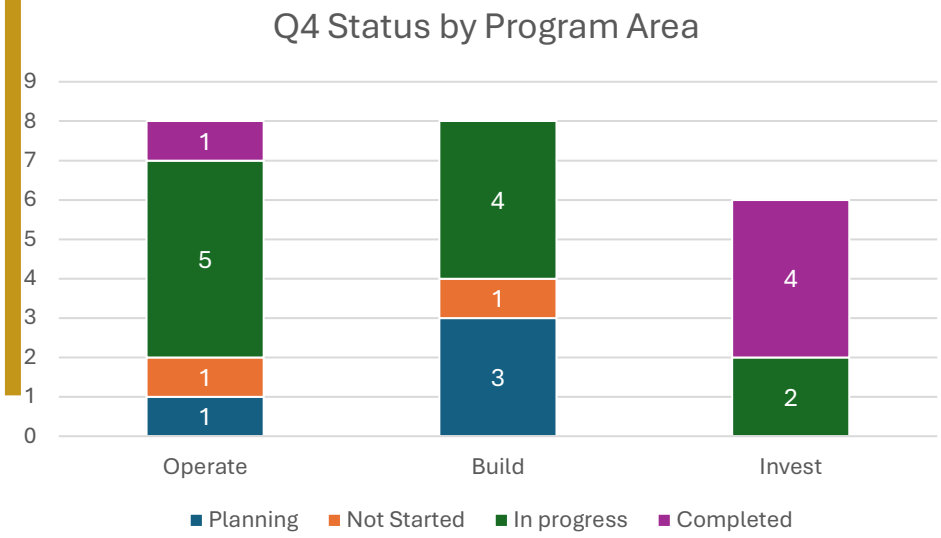
Q4 Recap

- Of the 23 Council Goals, half were in progress
- All goals in **INVEST** were underway, with two completed
- Key highlights included Board and Commissions Updates (**OPERATE**), development at Town Center (**BUILD**), and ongoing accreditation efforts (**INVEST**)



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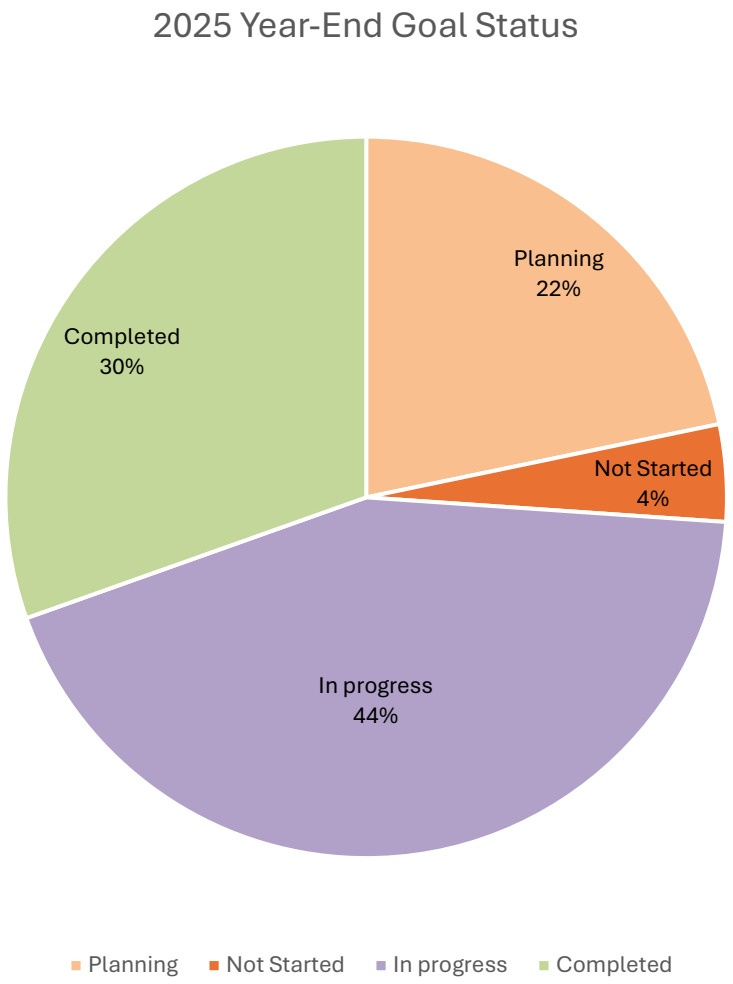
End of Cycle Goal Status



Nearly 75% of Council goals are in progress or completed.

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Key Highlights

OPERATE

OPERATE

A world-class, sustainable government

Review and Update the current Board and Commission Structure

- Staff made recommendations to the Rules Committee to align terms and streamline the application process, which were recommended and adopted by Council.
- Internal SOPs have been developed, including AI guidelines that were shared with Council in the 10/9 Admin packet.
- Staff will continue to work towards streamlining onboarding for committees.
- Item in 1/26 Council packet to sunset Older Adults Advisory Board

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Key Highlights

BUILD

BUILD

A desirable and vibrant community for all residents and businesses

Assess & create a Novi (Town Center Area) Vibrancy Strategy that is organized under four pillars: Home, Economic Center, Destination, and Safe & Welcoming Place.

- Staff shifted focus to the Main Street area
- Two promising meetings with property owners regarding a potential Special Assessment District (SAD) for not only lighting improvements, but streetscape improvements as well.
- Updated was shared with City Council on 1/15. Owners will let City staff know by 1/30 if they are in favor of the streetscape SAD proposal.

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Key Highlights

INVEST

INVEST

Properly in being a safe community at all times for all people

Accreditation and Reaccreditation

- Commission for Accreditation of Parks & Rec Agencies (CAPRA) reaccreditation self-assessment was submitted on January 14th.
- National peer review team will conduct a virtual site visit the week of May 11th.
- If reaccreditation is recommended by the review team to the CAPRA Commission, we will likely be granted formal reaccreditation at the NRPA conference in Philadelphia in September.

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In Progress & Ongoing

- Novi 2050 Long-Range Strategic Planning – will continue via LRSP Committee
- Environmental Sustainability Action Planning – will continue via ESC
- Broadband Master Planning – will continue via PUT Committee
- Boards and Commissions process improvements – ongoing staff efforts
- Explore joint opportunities with Novi Community School District – ongoing efforts and will roll into new goal
- Senior mobility and transit financial sustainability planning – ongoing staff efforts
- Accreditation and reaccreditation efforts across multiple departments – ongoing staff efforts
- CIP Millage Renewal – correspondence to Council next week & action item at 2/9 meeting

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Next Steps

Council has completed its most recent goal-setting discussion, and staff is now shifting focus to implementation planning for the new Council goals anticipated for adoption at the January 26 City Council meeting.

As part of this transition, staff will:

- Officially close out reporting on the prior two-year goals,
- Align departmental work plans and resources with the newly adopted goals, and
- Continue the established quarterly progress update cadence, consistent with past practice.

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Approved Budget Red Box Objectives - Fiscal Year 2024/25
Progress Reporting and Accountability Form

Red Box Item #	Item Description	Staff Lead(s)	Support	Committee	Quarter for Initiation	Quarter for Completion	2025 Year-End Status	Milestones 2025 Year-End
OPERATE a world-class, sustainable local government.								
1	Create and adopt a comprehensive Community Strategic Plan to envision the future state of our community in the year 2050	V. Cardenas	CMO + Leadership	Long-Range Strategic Planning	Q2	FY27 Q2	In Progress	Shockey contract underway, weekly updates being shared with Council. On target to adopt plan in Fall of 2026.
2	Establish an Environmental Sustainability Committee to study all aspects of environmental sustainability in the City and at minimum, develop an Environmental Sustainability Action Plan	D. Mahoney		Environmental Sustainability	Q1	FY26 Q4	In Progress	Work towards this goal will continue with the ESC
3	Increase engagement and outreach efforts with Novi's Diverse Populations	S. Walsh	V. Cardenas D. Mahoney		Q1	Ongoing	Completed	Ongoing efforts will continue through 2050 process
4	Explore further service consolidation and joint opportunities with the Novi Community School District	V. Cardenas			Q1	Ongoing	In Progress	This will roll into new goals
5	Review and update current board and commission structure and add new boards/commissions as appropriate to maximize opportunities for resident engagement and input to City Staff	V. Cardenas	C. Hanson	Rules Committee	Q1	Q4	Completed	Staff made recommendations to the Rules Committee to align terms and streamline the appication process, which were recommended and adopted by Council. Internal SOPs have been developed, incuding AI guidelines that were shared with Council in the 10/9 Admin packet, and staff will continue to work towards streamlining onboarding for committees.
6	Develop a plan to renew the Capital Improvement (CIP) millage to get it on the ballot in advance of expiration	V. Cardenas	D. Mahoney C. Johnson S. Walsh T. Schultz C. Hanson		Q1	FY26 Q3	Planning	Update in the next Admin packet and action before Council on 2/9.
7	Prioritize and implement the top 3 Action Plans from the "Environmental Sustainability Action Plan"	D. Mahoney		Environmental Sustainability	Q4	FY26 Q4	Not Started	EAP still under development
8	Continue efforts to reduce the unfunded and long-term liabilities by pursuing a strategy of Defined Contribution retirement plans (or Hybrid DB/DC where appropriate)	C. Johnson		Finance and Administration	Q1	Q4	Completed	

Approved Budget Red Box Objectives - Fiscal Year 2024/25
Progress Reporting and Accountability Form

Red Box Item #	Item Description	Staff Lead(s)	Support	Committee	Quarter for Initiation	Quarter for Completion	2025 Year-End Status	Milestones 2025 Year-End
BUILD a desirable and vibrant community for residents and businesses								
9	Investigate and improve ongoing power issues experienced by Novi residents by collecting data from DTE and working with neighboring communities	R. Petty		Public Utilities	Q1	FY26 Q4	Planning	A meeting with DTE and the PUT occurred in 2025. Information regarding service reliablity has been requested by members of the PUT . DTE officials is preparing a response and they plan to meet with the new members of the PUT to review the data.
10	Review the Woodlands and Wetlands Ordinance and make any necessary revisions to ensure we are balancing the protection of natural resources with development	T. Schultz	C. Bouldard J. Herczeg K. Salowich		Q1	FY26 Q4	In Progress	TS still working on Woodlands, not plan to change Wetlands
11	Assess and create a Novi (Town Center Area) Vibrancy Strategy that is organized under four pillars: Home, Economic Center, Destination, and Safe & Welcoming Place	C. Boulard	CMO			FY26	In Progress	Staff shifted focus to the Main Street area and have had 2 promising meetings with property owners regarding a potential SAD for not only lighting improvements, but streetscape improvements as well. Updated was shared with City Council on 1/15. Owners will let City staff know on 1/30 if they are in favor of the streetscape SAD proposal.
12	Create a broadband master plan	R. Petty		Public Utilities		FY26	In Progress	Updates and progress to pertaining to fiber expansion in the City continues to be provide to the PUT committee. Streamlining the permitting process to assist providers in ROW work continues to be occur. Additionally, the committee is pursuing a resident survey and Director Petty is building a fiber coverage map of the city.
13	Build a Community Facility that serves and connects all our residents	V. Cardenas	D. Mahoney J. Muck		**Q3**	FY27	Planning	This will roll into new goals
14	Develop walkable 'Pocket Parks' in areas of the city where there are no walkable parks	J. Muck			Q1	FY26 Q4	In Progress	Demo to the building at Elm court is still on track for Q1 2026. Several public areas have been included in PRO agreements considered by City Council: Novi-Ten PRO is proposing 2 pocket parks The Grove is proposing a trailhead available to the public Providence Meadows is proposing a trailhead available to the public (Elm Creek PRO has been withdrawn)
15	Pursue partnership with Northville for a Trail connection from Novi-Northville, possibly near the railroad bridge on 8 mile (e.g. presentation at Walkable Novi)	C. Boulard, J. Herczeg			**Q2**	FY26	Planning	The 9Line Regional Trial is a major greenway project connecting multiple communities across southern Oakland County via the Nine Mile Road corridor for pedestrians and cyclists, creating a safe, multi-modal path for better connectivity and recreation. The purpose of the trail is to provide a separated, safe pathway for walking and biking, that provides access to parks, neighborhoods, downtowns, and other pathways. Various segments of the trail may include bike lanes, walking paths, public art, landscaping, and trailheads, with plans for green infrastructure. The City of Novi approved the Memorandum of Understanding to participate in the multi-jurisdiction effort on December 15, 2025.
16	Work with neighboring communities to complete connections through Novi to local trail systems (Airline/Huron Valley, Hines Drive, I-275 when complete to make Novi businesses an appealing rest stop for cyclists using the trails	C. Boulard	J. Muck		**Q4**	FY26	Planning	Staff continues to engage with neighboring communities to further regional trail connections. The City of Novi approved the Memorandum of Understanding to participate in the multi-jurisdiction effort on December 15, 2025.

Approved Budget Red Box Objectives - Fiscal Year 2024/25
Progress Reporting and Accountability Form

Red Box Item #	Item Description	Staff Lead(s)	Support	Committee	Quarter for Initiation	Quarter for Completion	2025 Year-End Status	Milestones 2025 Year-End
INVEST properly in being a Safe Community at all times for all people.								
17	Develop a plan to capitalize on the County's Transit Millage to ensure utilization of the tax dollars the City infuses into the system	V. Cardenas			Q1	Ongoing	In Progress	Usage of PEX by Novi residents continues to see signficant increases. Usage of SMART has increased but to the level of PEX. Discussions about where and what bus stop shelters look like continue to take place.
18	Investigate opportunities to improve and enhance the City's Yard Waste Collection by offering a drop-off facility during off months	J. Herczeg	R. Petty		Q1	Q4	**Completed**	
19	Update the Sidewalk Maintenance Policy and evaluate all City sidewalks over the next 5 years, making repairs as recommend in the policy	J. Herczeg		Mobility	Q1	Ongoing	**Completed**	
20	Collaborate with the City of Northville, Northville Township, Wayne County to ensure 8 Mile Road is re-constructed between Novi and Haggerty Roads	V. Cardenas			Q1	Q2	**Completed**	• 8 Mile (Haggerty to Meadowbrook, essentially) – Roadway fully reopened in September. • 8 Mile (Meadowbrook to CSX Bridge, essentially) has been re-evaluated and downgraded to a "maintenance" project. Therefore, we can expect internal WCDPS crews to remove and replace discrete, individual concrete panels and/or joints. No timeline for this work has been announced. • 8 Mile/CSX Bridge – This work was publicly bid out in late 2025. Construction expected start in March 2026 with completion in August 2026.
21	In 2023, the percentage of our roads in Poor (PASER 1-3) condition was ~9% and the percentage of roads in Fair (PASER 4-5) condition was ~44% (~52% combined). Maintain road funding levels to decrease the number of roads with a PASER score of Poor Condition (1-3) and Fair (4-5) to below 50% of the total road network by 2026.	J. Herczeg		Mobility	Q1	Q4	**Completed**	
22	Develop a plan to ensure senior transit is financially sustainable given the growth in Novi's senior population and requests to add additional service times, routes, etc.	K. Kieser			Q1	Ongoing	In Progress	PEX continues to provide a high level of service.
23	Continue to support accreditation (or re-accreditation) of Police, Fire, Dispatch, Parks, Recreation, Cultural Services, Public Works, etc	V. Cardenas	M Mikus W. Scallions		Q1	Ongoing	In Progress	Efforts continue in all departments with accreditation. CAPRA reaccreditation self-assessment was submitted on January 14th. National peer review team will conduct a virtual site visit the week of May 11th. If reaccreditation is recommended by the review team to the CAPRA Commission, we will likely be granted formal reaccreditation at the NRPA conference in Philadelphia in September.

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Consideration of tentative approval to rezone approximately 34 acres of land east of Novi Road, south of Ten Mile Road from Light Industrial and Office Service to Community Business and Low-Density Multiple Family with a Planned Rezoning Overlay.

SUBMITTING DEPARTMENT: Community Development Department - Planning

KEY HIGHLIGHTS:

- The City Council considered the initial submittal at the April 8, 2024 meeting, and the Formal PRO submittal on December 16, 2024.
- At the December 16th meeting, the City Council asked the applicant to explore alternative routes for the proposed pathway, provide renderings of the buffering from the Ridgeview development, and provide further information regarding coordination with Road Commission for Oakland County (RCOC). The decision on the matter was postponed.
- The applicant has resubmitted a revised narrative which explores alternative routes for the pathway, and addresses the other issues raised.
- Subsequently, the applicant has also provided a letter summarizing their recent meeting with the Ridgeview Villas HOA, in which they state they have come to an agreement on several points, including not connecting to the pathway Ridgeview stub intended for that purpose and providing enhanced screening. The Ridgeview HOA confirms this agreement.
- PRO Plan would allow development of 71-unit multiple-family townhomes in the RM-1 portion, and approximately 35,900 square feet of commercial space in the B-2 portion.
- Pickleball courts have been removed, and B-3 zoning request has been changed to B-2, which would not permit drive-throughs.
- Proposed PRO Conditions include preservation of 15.87 acres of wetland/woodland, public-access trail connection and marshland overlook, and donation of trailhead area to the City, which the petitioner suggests are in the public interest.
- Improvements to off-set traffic impacts on 10 Mile Road proposed.
- Planning Commission recommended approval of the PRO Plan on October 30, 2024.

BACKGROUND INFORMATION:

The petitioner is requesting a Zoning Map Amendment for approximately 34 acres of property on the south side of Ten Mile Road, to the east of Novi Road, utilizing the Planned Rezoning Overlay option. The site is currently vacant. The Ridgeview of Novi development is to the south, along with the Novi Athletic Club and Novi Ice Arena & Dog Park further south. The railroad tracks border the eastern property line. North of Ten Mile Road are industrial uses, and commercial uses are to the west.

The current zoning of the property is I-1 Light Industrial on the eastern side, and OS-1 Office Service on the western side. The adjacent parcels on the west are also OS-1. The Ridgeview development to the south is zoned RM-1 with a PRO, while the Athletic Club and Ice arena area is I-1, as is the area east of the railroad tracks. North of 10 Mile is zoned I-2 and I-1.

The Future Land Use Map identifies this property as Community Office on the west and Industrial Research Development Technology on the east. To the south and east is planned for Industrial, north of the site is planned for Industrial and Heavy Industrial, and on the western side is Community Office.

There is floodplain area associated with Chapman Creek along the southern property boundary and the Walled Lake Branch of the Middle Rouge along the eastern side of the site extending down toward the dog park. The natural features map also indicates extensive wetland area within the floodplain, and regulated woodlands are present in most areas of the site.

The applicant is proposing to utilize the Planned Rezoning Overlay option to rezone about 7 acres of the property to B-2 Community Business, and about 27 acres to RM-1 Low Density Multiple Family. The PRO plan shows a total of 71 attached 2-story townhome units on the site. The RM-1 residential portion is accessed by one entrance off Ten Mile Road, with a secondary emergency access drive to the commercial portion of the project. Parking is provided in garages, on the garage aprons, and a few small bays of surface parking.

For the B-2 commercial portion, the PRO plan shows a total of 35,900 square feet in 4 separate buildings. Access to the B-2 site would be from 3 curb cuts on 10 Mile Road – one is the existing shared driveway with Maly Dental office, and the other two are new. There are plaza seating areas with landscaping in front of the buildings. The plan notes retail and restaurant uses within the commercial buildings – but generally other uses permitted in the B-2 district could be tenants in those spaces. However, the applicant offers to prohibit certain uses as a condition of the PRO Agreement, including hotels/motels, fueling stations, marijuana sales, check cashing and pawn shops. Automobile repair/service/maintenance uses and car washes would not be permitted in the B-2 District.

The applicant had originally described the project as creating a walkable community, with linkages to the Ridgeview Villas paved public access trail. The pathway connection is consistent with the Ridgeview PRO Agreement, which offered as a public benefit the construction of a pathway for public use from Nick Lidstrom

Drive to the north property line to provide for this connection to future development. This is also shown in the Ridgeview Master Deed, and a Pathway Easement was granted to the City for this segment in 2016. See the relevant documents in the Packet section Ridgeview Villas Documents. Residents of Ridgeview Villas have expressed opposition to the proposed connection to the pathway that runs through their community.

During the City Council meeting on December 16, 2024, the applicant was asked to consider alternative routes for the public pathway. On September 22, 2025, staff received the applicant's response package, which evaluates four routes for the trail and provides other information requested by Council. Please see the summary of Pathway Options below, and the memo in this packet for additional discussion of the trail alternatives.

On December 5, 2025, the applicant provided a letter summarizing the meeting and subsequent agreement with the Ridgeview Villas HOA on the three items of major concern:

1. Pathway Route: The applicant has agreed to not pursue the pathway connection (Option 1) to the existing stub on the Ridgeview Villas property. See further discussion below in the Pathway Options section.

2. Screening: The applicant has agreed to plant evergreen trees to provide a solid screen to ground level south of proposed buildings 7 to 11.

3. Berm Cut Through at River Oaks West: As previously stated, this proposed cut through that was shown on some of the plans is intended to be eliminated.

A park area with seating and play structure is proposed between the commercial and residential area, and in place of the pickleball/tennis courts that were previously proposed in the northeast corner of the site, there is now a "trailhead" area which is proposed to be donated to the City for public use. The applicant states the area to be dedicated is approximately 3 acres, and will include three benches overlooking the river and four picnic tables. Alternatively, the area could remain privately owned with a public easement to allow members of the public to use it. This would require the developer to continue to maintain the property, or make arrangements for maintenance within the Master Deed for the development.

Staff and consultants have identified some issues with the proposed rezoning and PRO Plan. Staff has concerns with the proposed residential use's compatibility with the adjacent I-2 Heavy Industrial to the north. However, the RM-1 category does match the adjacent Ridgeview development to the south, which was also previously zoned Light Industrial and Office Service, as well as the 2025 Master Plan for Land Use designation of Multiple Family. The development plan provides a landscaped berm to help screen the homes from the industrial uses to the north. There are commercial uses in this area to the west that would be contiguous with the B-2 area.

The revised Traffic study notes that the change of uses will result in a modest increase in traffic on the local road network compared to likely development under the

current zoning. The revisions to the study took into account the commercial area decreasing in size from 60,000 square feet to about 36,000 square feet. The anticipated daily trips are just under 3,000 for the proposed uses, whereas the potential uses under the existing zoning is approximately 2,500 trips (16% increase). However, the proposed mix of uses is estimated to generate approximately 35% fewer morning peak hour trips compared to potential development under the existing zoning, and about 1% fewer afternoon peak hour trips. The applicant indicates that they intend to complete the following improvements identified in the study to mitigate the traffic impacts on 10 Mile Road when the commercial portion of the project is developed:

- *Widen eastbound side to two through lanes, ending with a right-turn deceleration lane at the site's easternmost residential driveway.*
- *Widen westbound side to two through lanes west from the 3rd site driveway to help provide additional capacity for outbound site traffic.*
- *Extend the center left-turn lane from where it currently ends at Catherine Industrial Road to service all commercial driveways.*

Driveway spacing and major drive deviations are required, but the applicant states the Road Commission for Oakland County has given preliminary approval of the driveway locations. The applicant has provided correspondence to this affect and states they will continue to work with RCOC during the site plan approval process.

Engineering notes there is capacity for the water and sewer demands for the proposed use in the public utilities, and stormwater detention is to be provided in a single storm sewer detention system on the east side of the site, with controlled outlet into the floodplain to the east. The City engineers review all proposed developments to ensure that the stormwater systems are properly designed to meet all standards to account for 100-year flood conditions, and that maintenance agreements are established for the stormwater system to ensure proper function in the future.

The proposed landscaping is generally in conformance with the ordinance. The applicant has added screening between the residential and commercial portions of the property, and the deficiencies in foundation landscaping and greenbelt berm in the commercial portion will be corrected in the site plan submittal. Landscaping waivers for street trees and greenbelt canopy trees along 10 Mile Road are supported by staff due to conflicts with existing underground utilities.

Façade review notes that the commercial buildings are in full compliance with the ordinance, and actually exceed the requirement for brick material, which can be considered an enhancement to the area. For the residential buildings, Section 9 façade waivers would be required for an underage of brick on the rear and some front facades, and an overage of asphalt shingles on some front facades. These waivers are supported as they are minor in nature and do not adversely affect the aesthetic quality of the design.

Wetland impacts have been minimized, with only 0.1 acre, less than 1% of the total wetland area present, of impact to a few small pockets of wetlands in the upland area. A large portion of the site, 15.87 acres of wetland, woodlands, and floodplain

area, is proposed to be protected in a conservation easement to ensure permanent preservation. This could be considered a benefit to the public.

The PRO request includes PRO Conditions that are more limiting than the City could otherwise require of a developer, including:

- A 15.87-acre area of woodland and wetland to be protected in a Conservation Easement,
- The publicly accessible pathway (Option 3) and trailhead area previously mentioned,
- Exceeding the open space requirements,
- The residential units will be set back a minimum of 100 feet from the south property line, which is greater than the required 75 feet.
- Limitations on building height,
- Limitations on residential density,
- Greater than required building setbacks for the commercial buildings,
- Use restrictions for the commercial buildings,
- See the suggested motion for a full list of proposed conditions and deviations requested.

PATHWAY OPTIONS

The applicant's revised narrative is included in this packet, which presents four possible routes for the proposed pathway, as well as other issues. Staff has also prepared a memo analyzing the narrative, which is summarized here.

Option 1 is the original proposed pathway that connects to the existing Ridgeview pathway immediately to the south. Option 2 utilizes the existing public sidewalks on Ten Mile Road and Novi Road to the sidewalk on Nick Lidstrom Drive. Option 3 routes the trail south from the proposed retail area through land adjacent to the west side of the Ridgeview Villas property, which is also owned by the applicant, Dan Weiss, but is not included in the current rezoning request. Option 4 is a trail through the floodplain/wetland area on the east side of the project near the railroad tracks, requiring an elevated 1,275-foot-long boardwalk.

Option 1 utilizes the existing culvert to cross Chapman Creek and therefore has the least wetland and woodland impacts. It also provides the shortest route between Ten Mile Road and the Novi Dog Park. Option 2 would not result in any benefit to the public as it utilizes only existing and required sidewalks, and therefore is not an enhancement beyond what the ordinance requires. Option 3 would not got through the Ridgeview community, but would have greater woodland and wetland impacts and is one of the longer routes. Option 4 could be prohibitively expensive as it would need to be a raised boardwalk, and would have a greatest wetland and woodland impacts. See the staff memo dated October 13, 2025 for more details and analysis.

The applicant's agreement with Ridgeview Villas HOA eliminates Option 1 from consideration. The applicant has proposed to utilize Option 2, which is not an enhancement of the area, or Option 3. Option 3 will necessitate 2 stream crossings, as well as additional wetland and woodland impacts, but could provide an attractive pathway that would enhance connectivity in the area. **Staff's suggestion, if Option 1 is not chosen by the City Council, is <u>Option 3</u>.**

PLANNING COMMISSION

The Planning Commission held a Public Hearing on the formal PRO Plan on October 30, 2024 and recommended approval to the City Council. Comments made at that time are reflected in the meeting minutes included in the packet. One recommendation made by the Planning Commission was to eliminate the proposed pathway connection to the Ridgeview Villas subdivision due to concerns noted by the residents of that development.

CITY COUNCIL

If the City Council is inclined to approve the rezoning request with PRO at this time, the City Council's motion would be to direct the City Attorney to prepare a PRO Agreement to be brought back before the City Council for approval with specified PRO Conditions.

RECOMMENDED ACTION:

Note 3-part motion A-C.

Tentative indication that Council **may approve** the request of Novi Ten Associates, JZ23-09 with Zoning Map Amendment 18.740 to rezone from I-1 and OS-1 to RM-1 and B-2, subject to a Planned Rezoning Overlay (PRO) Agreement, and corresponding PRO Concept Plan, and direction to the City Attorney to prepare the PRO Agreement, including:

A. All deviations from the ordinance requirements shall be identified and included in PRO Agreement, including:

1. Building Orientation *(Sec. 3.8.2.D): Deviation for proposed residential buildings to not be configured 45 degrees to the property lines since most of the buildings are not on any main road and they front to a substantial irregular shaped 20-acre wetland nature area of a minimum 200 feet wide separation across from Toll's existing multifamily Ridgeview project.*

2. Side and Rear Setbacks *(Sec 3.1.7.D and Sec 3.6.2.B): Deviation to reduce the side setback from 75 feet to 25 feet along the north property line for two residential buildings abutting the proposed commercial area (B-2), since screening is proposed between the residential and commercial uses.*

3. Distance between Buildings *(Sec 3.8.2.H): Deviation to reduce the building separation distance from the calculated formula (resulting in 31-32.72 feet required) to a distance of 30 feet between all buildings.* This deviation of less than 3 feet is considered minor and enables the layout of this project to fit within the available space while minimizing wetland and woodland impacts.

4. Parking along Major Drives *(Sec. 5.10): Deviation to allow for 8 perpendicular parking spaces on a major drive, since the spaces provide for visitor parking.*

5. Major Drive Radius *(Sec. 5.10):* Deviation from the ordinance requirement for a minimum centerline radius of 100 feet, to allow the 85-foot radius shown at the western curve. The reduced radius does not impede the fire truck access route, and may serve to slow traffic speeds, creating a safer roadway.

6. Landscape Berms (Section 5.5.3.A.ii): *A Zoning Ordinance deviation is requested to not provide a 10 to 15-foot-high landscape berm on a proposed RM-1 district adjacent to an I-1 district.* The berm would be unnecessary in this case as the adjacent I-1 area is east of the existing natural features and the railroad tracks and would likely result in greater wetland and woodland impacts, as well as fill in the floodplain.

7. Right-of-Way Landscaping (Section 5.5.3.B.ii): *A deviation for the lack the required street trees and berm along 10 Mile Road due to underground utilities.* The required trees are to be provided elsewhere. This deviation is supported due to the utility conflicts.

8. Adjacent to Public Rights-of-Way – Berm/Wall (Zoning Sec. 5.5.3.B.ii, iii): The required 3-foot-tall berm is not proposed, however an alternative brick screening wall 3-feet in height is proposed.

9. Building Foundation Landscaping (Zoning Sec 5.5.3.D): None of the commercial buildings meet the requirements for building foundation landscaping along the front side and allow the planter landscaping to count toward foundation requirements. However, Buildings A, C and D are only slightly deficient, so the waiver is supported. The applicant states Building B landscaping will be increased to lessen the deviation or eliminate it.

10. Section 9 Waiver (Section 5.15): Proposed elevations for residential buildings have an underage of minimum required brick on all rear and some front facades (26-27% proposed, 30% minimum required) and an overage of Asphalt shingles (56% front side, 50% maximum allowed). As the deviations are minor and do not adversely affect the aesthetic quality of the facades, the waiver is supported.

11. Opposite-Side Driveway Spacing Waiver (Code of Ordinances, 11.216.d.1.d & e.): The Design and Construction Standards indicate a minimum of 150 feet is required between a new driveway and an existing "downstream" driveway. The proposed driveways are 105 feet and 118 feet. *The applicant indicates they have RCOC approval of the proposed driveway locations, however the City would also need to approve a waiver from its standards.*

12. Color Spectrum Management (Sec. 5.7.3.F): A recent amendment to the Zoning Ordinance has a requirement that light fixtures shall not have a Correlated Color Temperature (CCT) greater than 3000 Kelvin (K). The photometric sheets show light fixtures measuring 4000K, *since the level still represents a warm tone that is pleasing to the eye rather than a cool or unnaturally bright light.*

B. The following conditions shall be requirements of the PRO Agreement:

1. *As shown in the PRO Plan, the eastern portion of the parcel adjacent to the railroad tracks and the south 50-foot-wide strip along the wetland of the proposed PRO (~15.87 acres of the 27.07 RM-1 rezoning) being protected with a conservation easement to preserve existing marshland and wildlife. This natural area wraps around the PRO and includes on the west end a proposed new 0.4-acre park/playground located between the proposed residential and retail sites. The proposed trail system, with its overlooks near the Novi Athletic Club is to be a usable and accessible community resource.* This is a benefit to both residents and the environment to have additional natural resources preserved in perpetuity.

2. *To help achieve walkability and connectivity of the entire area, a trail system is being added which consists of new crushed limestone paths, overlooks, and*

existing sidewalks. This walkway system provides connectivity between the proposed residential area with the marshland nature areas, the proposed pocket park, the Novi Athletic Club, Ice Arena, and Dog Park, and with the new proposed local retail along Ten Mile Road. The commercial area consists of the new retail and restaurant areas, and the existing Walgreen's and dental office. New walkways and bike paths wind through the natural area, overlook the preserved 15.87 acre wildlife area and connect this PRO development to other amenities. This is a benefit as future residents as well as the general public will have access to the area for walking that connects various community amenities. This is subject to City Council's agreement to modify the proposed pathway connection **to the Option 3 route discussed above**.

3. *Two pocket parks are proposed: One added at the trail head on 10 Mile Road at the north end of the new conservation area. The second is on the west end of the townhouses to include playground equipment.* This is a benefit as future residents as well as the general public will have access to the pocket parks and trails. The applicant states the approximately 3-acre trailhead area will be dedicated to the City, along with 3 benches, four picnic tables, and a small parking area**.**

4. *A landscaped plaza along the storefronts, 20 feet in depth, with benches, and planters with a variety of trees and flowers.* This goes beyond what the ordinance requires and is considered an enhancement of the project area that could be used by any customers of the retail area and provides an attractive streetscape.

5. *Proposed use restrictions to exclude certain automotive and other business uses in the proposed B-2 commercial zoning (Sec. 3.1.12.B & C) are to be part of the PRO. Not permitted uses are:*
    a. *Vehicle Oriented Uses: gas/fueling station,*
    b. *Other excluded uses: Check cashing, Pawn shop, Hotel/motel (Marijuana sales already not permitted in the City of Novi will also be excluded by the PRO documents in case the city's law is changed to allow it in the future.)*

    This is an enhancement of the property as the City can be assured that the future tenants of the commercial buildings will not include certain uses that would be less compatible with the residential uses, and is more restrictive than the ordinance requires.

6. *EV Charging Stations will be located at each of the commercial buildings (8 indicated in total). Outlets for 240-volt EV chargers will be provided in each townhouse garage.*
    This is an amenity that goes beyond what the ordinance requires.

7. *The amount of open space provided for the RM-1 townhouses exceeds ordinance requirements.* This is a benefit as future residents as well as the general public will have access to the pathways and trailhead area.

8. *Commercial Building Setbacks exceed ordinance requirements:*
    a. *Front: 40 feet required….101 feet provided*
    b. *Rear: 30 feet required….74 feet provided*
    c. *Side: 30 feet required…..88 feet provided*

9. *Residential Building Heights* will be limited to 29 feet, which is more restrictive than the 35 feet permitted. This is a benefit as the buildings will be less obtrusive than the 35-feet otherwise permitted.

10. *Commercial Building height will be limited to* 23 feet, which is more restrictive than the 30 feet permitted. This is a benefit as the buildings will be lower profile than the 30-feet otherwise permitted.

11. *Maximum Residential Lot Coverage* of *25% is permitted, 14% is proposed.* This is a benefit as more permeable surface will be preserved, which allows stormwater to permeate, and more green space is available.

12. The development standards of the RM-1 District require a minimum rear yard setback of 75 feet. The applicant proposes a greater setback of 100 feet minimum along the south side. This benefits the neighborhood to the south as buildings are further away than the ordinance requires, with less of the existing trees to be cleared.

13. *In the RM-1 District, a development of 3-bedroom units can have up to 5.4 dwelling units per acre. This development proposes 4.5 dwelling units per acre.* This is 17% more limiting than otherwise permitted in the district.

14. *As noted in the façade review, the commercial buildings significantly exceed the 30% minimum requirement for brick on nearly all elevations. This represents an enhancement of the project area beyond what the ordinance requires.*

15. *The applicant will plant landscaping to the south of Buildings 7-11 to achieve 80-90% opacity along the southern property boundary, which is more that what is typically required between multiple family uses. The species will include a mixture of Green Giant Arborvitae and other native spruces to achieve aesthetic, screening and biodiversity goals, which will be reviewed by the City's Landscape Architect at the time of site plan submittal.*

16. The applicant states they will off-set their impacts on 10 Mile Road by constructing the following improvements:
    a. *Widen eastbound 10 Mile Road to two through lanes, ending with a right-turn deceleration lane at the site's easternmost residential driveway.*

b. *Widen westbound 10 Mile Road to two through lanes west from the 3rd site driveway to help provide additional capacity for outbound site traffic.*
c. *Extend the center left-turn lane along 10 Mile Road from where it currently ends at Catherine Industrial Road to service all commercial driveways.*

As noted in the Engineering Review letter, these improvements may require the acquisition of Right of Way on the north side of 10 Mile Road, and the approval of those property owners, as well as the approval of the design by the RCOC.

17. The applicant shall make necessary adjustments to the PRO Plan consistent with this tentative approval prior to final approval of the PRO Agreement, including removal of the direct pathway connection to Ridgeview Villas, delineation of the trailhead park to be dedicated to the City, and removal of the berm cut-through to River Oaks.

C. This motion is made because the proposed B-2 and RM-1 zoning districts are a reasonable alternative to the OS-1 and I-1 Districts, and fulfills the intent of the Master Plan for Land Use for multiple-family use, and because of the resulting benefits include:

1. The preservation of a large area of woodland, wetland, and floodplain, which benefits the overall environment and community members,

2. The development supports various goals of the 2025 Master Plan for Land Use, including:
    a. Ensure the availability of a wide range of attractive housing choices protected from noise, traffic, and other impacts of non-residential development. Encourage the development of neighborhood open space and neighborhood commercial goods and services to minimize motorized travel.
    b. Explore opportunities to increase housing density in mixed use development areas to create "walkable density" developments.
    c. New development of land should continue to be of high-quality design and materials.
    d. Encourage the use of high-quality right-of-way plantings, site landscaping, and building materials to enhance the appearance of the community.
    e. Maintain public and private stewardship of the natural environment using low-impact development techniques.
    f. Utilize planned developments to encourage the preservation of natural features, such as woodland, wetlands, and wildlife habitats.
    g. Implement the Active Mobility Plan's recommendations to create continuous walking and biking networks to reach key destinations.
    h. Apply the Active Mobility Plan's recommendations to public and private development projects to continue to enhance safety and connectivity of the non-motorized network.
    i. The City should strive to maintain the balance between the economy, the environment, and the community to ensure sustainable development that meets the needs of today while ensuring that the needs of future generations can be met.

3. The possible detriments to the City from the commercial and multiple family development as proposed are mitigated through the preservation of woodland and wetland areas, pedestrian pathways, enhanced landscape screening, and the proposed improvements to Ten Mile Road. The conditions proposed would result in an overall enhancement of the area that may not be achieved in the absence of the PRO Agreement.

MAPS

Location

Zoning

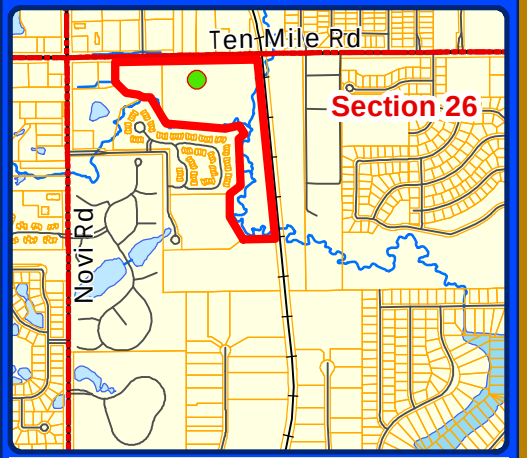
Future Land Use

Natural Features

Floodplain

NOVI TEN PRO

LOCATION



Subject Property

City of Novi
Dept. of Community Development
City Hall / Civic Center
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Map Author: Lindsay Bell
Date: 7/19/24
Project: NOVI TEN PRO
Version #: 1

Feet
0 90 180 360 540

1 inch = 417 feet

MAP INTERPRETATION NOTICE

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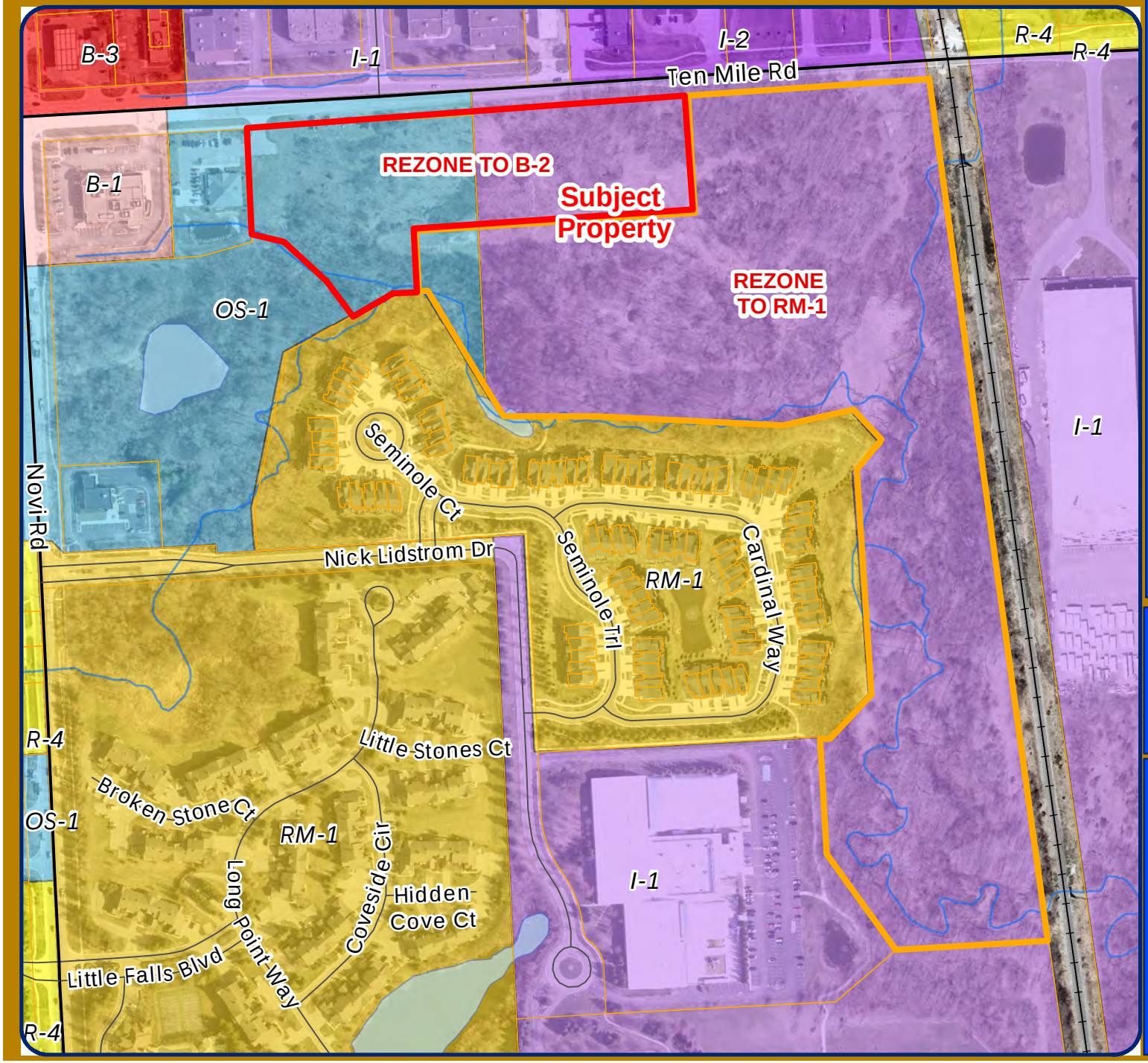
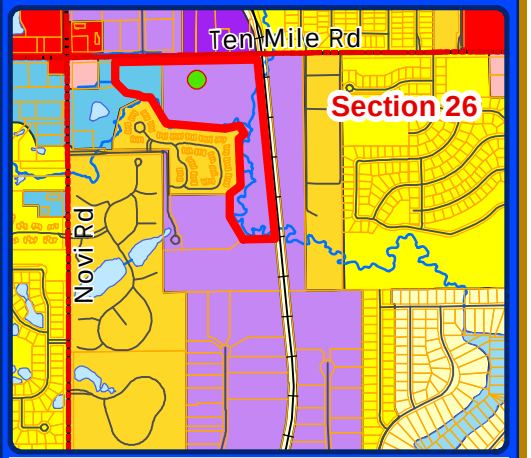
NOVI TEN PRO

ZONING





Legend

- R-4: One-Family Residential District
- RM-1: Low-Density Multiple Family
- B-1: Local Business District
- B-3: General Business District
- I-1: Light Industrial District
- I-2: General Industrial District
- OS-1: Office Service District
- Subject Property

City of Novi

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Date: 7/19/24
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Feet
0 70 140 280 420

1 inch = 333 feet

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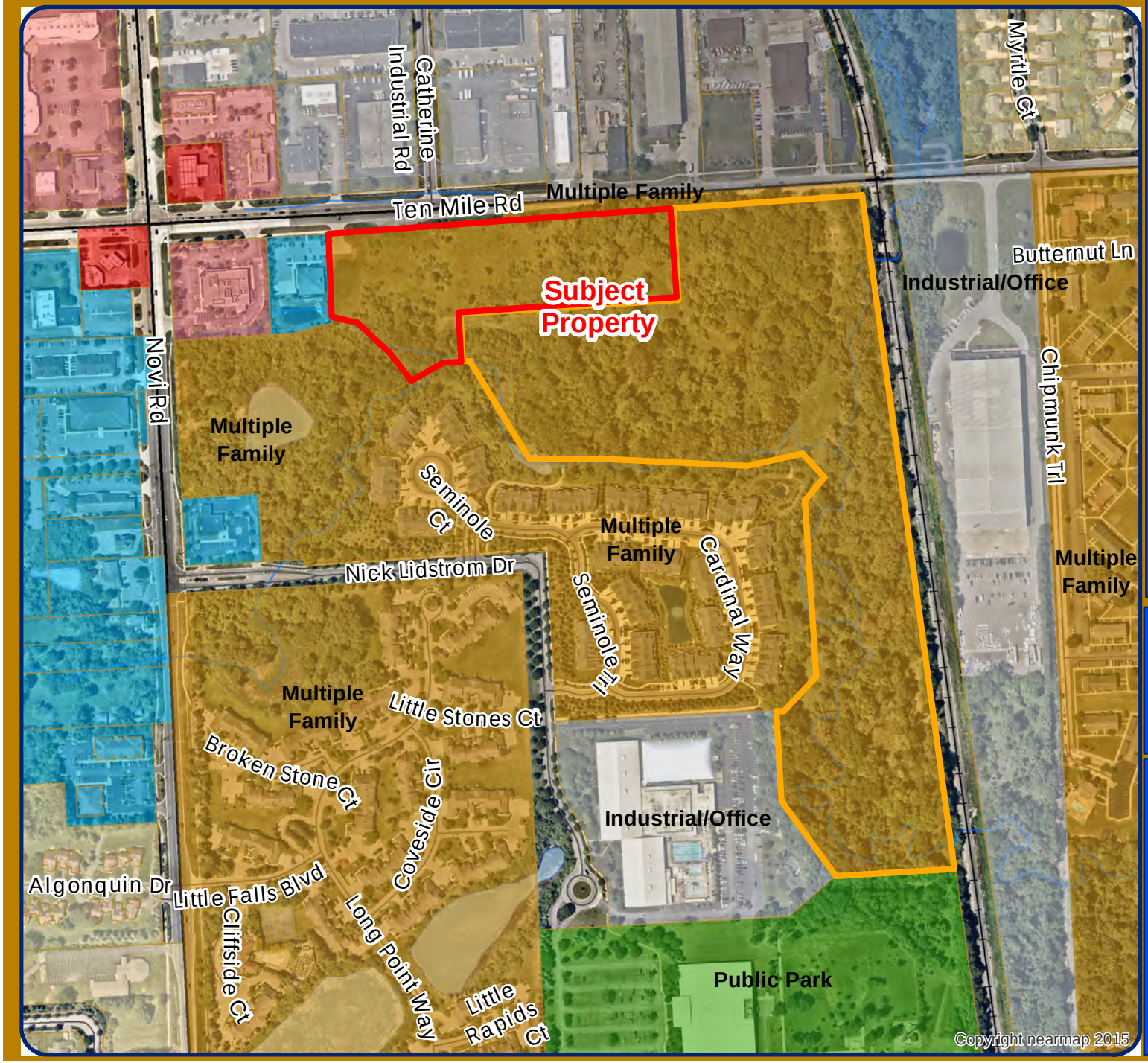
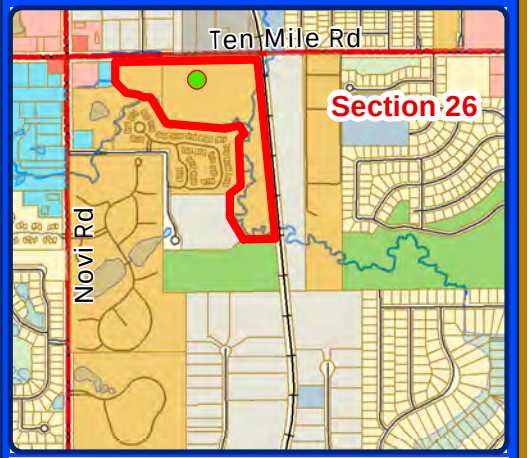
NOVI TEN PRO

FUTURE LAND USE





Legend

- Single Family
- Multiple Family
- Public Park
- Public/Quasi-Public
- Community Office
- Neighborhood Commercial
- Community Commercial
- Industrial/Office
- General Industrial
- Unassigned
- Subject Property

City of Novi

Dept. of Community Development
City Hall / Civic Center
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Map Author: Lindsay Bell
Date: 10/13/25
Project: NOVI TEN PRO
Version #: 1

Feet
0 95 190 380 570

1 inch = 426 feet

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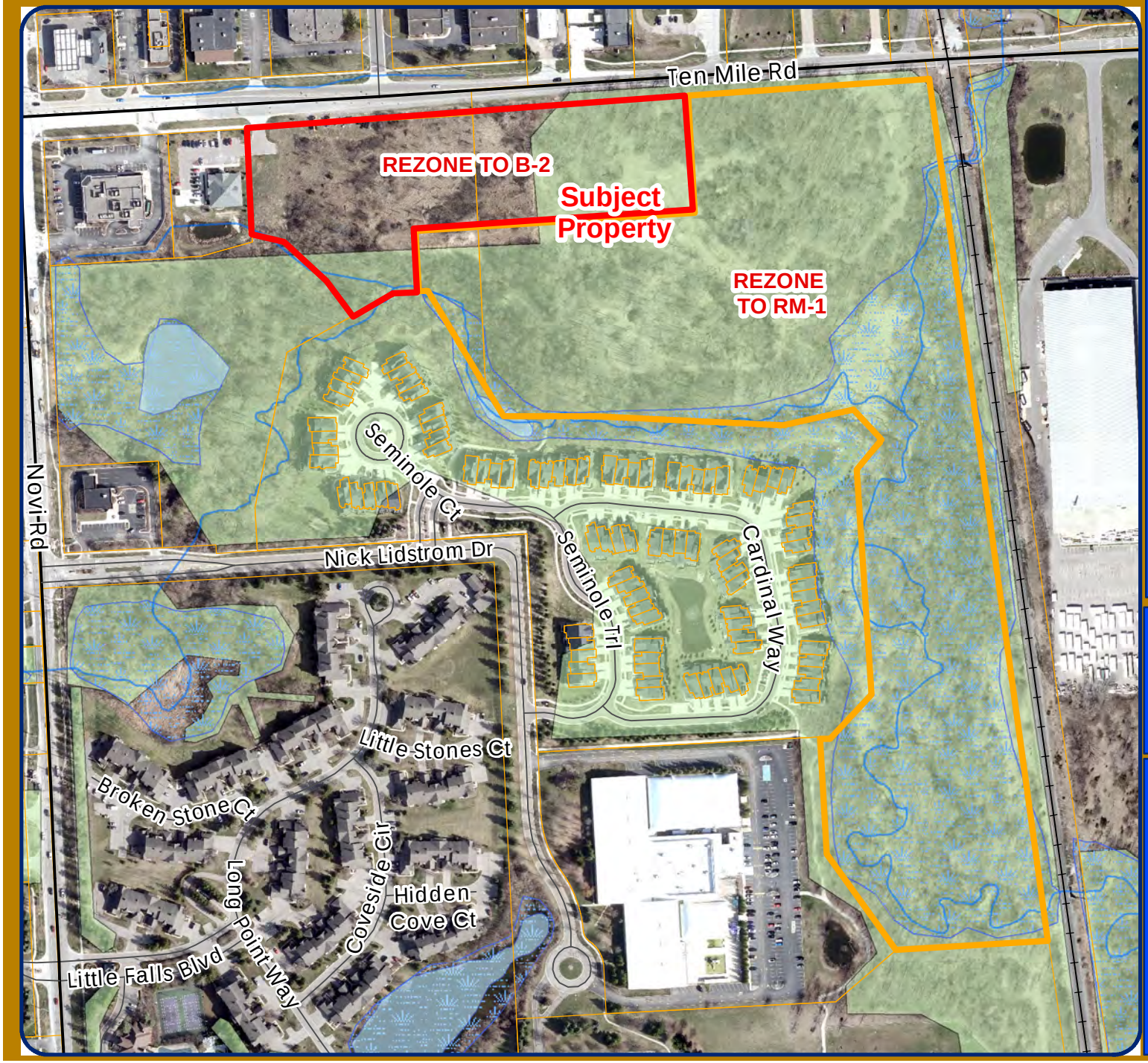
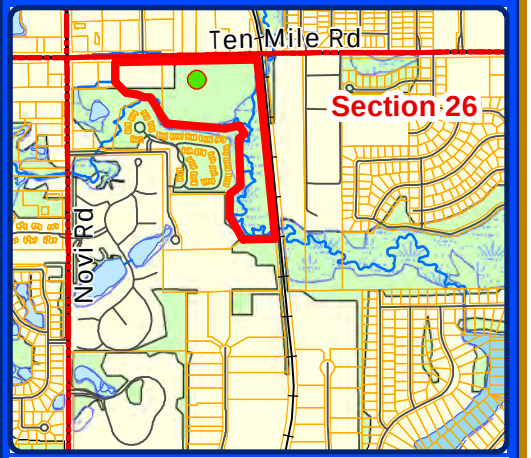
NOVI TEN PRO

NATURAL FEATURES





Legend

- Wetlands
- Woodlands
- Subject Property

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0 70 140 280 420

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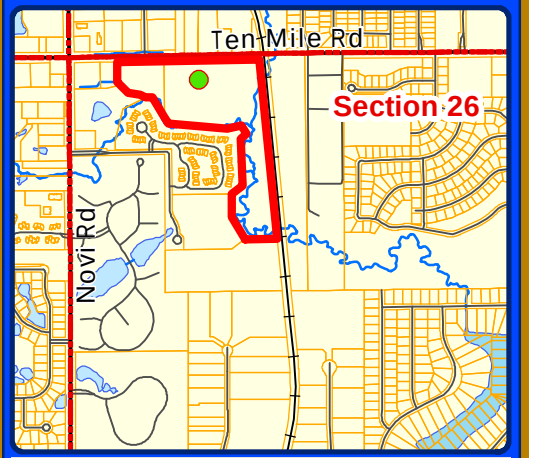
NOVI TEN PRO

FLOODPLAIN AREAS



Legend

FEMA Flood Zone

Flood Zone

AE - Base floodplain

Subject Property

City of Novi

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STAFF MEMO ON APPLICANT'S SUPPLEMENTAL INFORMATION

MEMORANDUM

TO: VICTOR CARDENAS, CITY MANAGER
THRU: BARBARA MCBETH, *AICP*, CITY PLANNER
FROM: LINDSAY BELL, *AICP,* SENIOR PLANNER
SUBJECT: NOVI TEN PRO UPDATE
DATE: OCTOBER 13, 2025

KEY HIGHLIGHTS:

- The City Council considered the initial submittal of the Novi Ten PRO at the April 8, 2024 meeting, and the Formal PRO Plan at the December 16, 2024 meeting.
- At the December 16th meeting, the City Council asked the applicant to explore alternative options for the route of the proposed nature trail, provide renderings of the buffering from the Ridgeview development, and provide further information regarding coordination with Road Commission for Oakland County (RCOC). The decision on the matter was postponed.
- The applicant has recently resubmitted a revised narrative which explores alternative routes for the nature trail, and addresses other comments that were made.
- The applicant concludes that the original connection that was proposed to connect to the existing public pathway through the Ridgeview Villas development is the preferred option, with Option 3 to the west side a feasible alternative.

BACKGROUND INFORMATION:

The petitioner has requested a Zoning Map Amendment for approximately 34 acres of property on the south side of Ten Mile Road, to the east of Novi Road, utilizing the Planned Rezoning Overlay option. The site is currently vacant. The proposal involves rezoning about 7 acres of the property to B-2 Community Business, and about 27 acres to RM-1 Low Density Multiple Family. The PRO plan shows a total of 71 attached 2-story townhome units in the RM-1 portion, and 35,900 square feet of retail spaces in the B-2 portion.

During Council's consideration of tentative approval on December 16, 2024, the applicant was asked to address several topics that were issues of concern. On September 22, 2025, staff received the applicant's response package, which is attached to this memo. This memo will summarize the information and provide staff comments as needed.

OPTIONS FOR PATHWAY CONNECTIONS

The applicant describes the goal of the project is to create a walkable community, with linkages to amenities to the south, including the City's Dog Park and Ice Arena, and the Novi Athletic Club, via a paved public access trail. The trail connection is consistent with

the Ridgeview PRO Agreement, which offered as a public benefit the construction of a pathway for public use from Nick Lidstrom Drive to the north property line to provide for a connection to future development. This is also shown in the Ridgeview Master Deed, and a Pathway Easement was granted to the City for this segment in 2016.

Due to significant objections to the pathway connection by Ridgeview residents, the City Council asked the applicant to consider alternative routes to provide a connection to Nick Lidstrom Drive that would not connect to Ridgeview's public pathway. The applicant's revised submittal explores 4 options (see also the full map with legend attached to this memo):

	Segment Length Needed[1]	Route Length[2] (A to B)	Wetland Impact	Woodland Impact	Ridgeview PRO Amendment?
Option 1	87 ft	3,560 ft (0.67 mi)		0.02 ac	No
Option 2	0 ft	4,820 ft (0.91 mi)	0	0	Yes
Option 3	1,071 ft	4,250 ft (0.81 mi)	~ 400 sf (0.01 ac)	0.37 ac	Yes
Option 4	1,275 ft	3,750 ft (0.71 mi)	~ 15,250 sf (0.35 ac)	0.53 ac	Yes

[1]Segment Needed: This measurement assumes all pathways in blue are to be provided regardless of the options explored above. The length of the remaining segment needed to get between 10 Mile and the existing sidewalk on Nick Lidstrom Drive is noted.

[2]Route Length: This measurement assumes a pedestrian starts at Point A and travels the most direct route on each path Option to Point B (Dog Park).

- Option 1 is the original proposed pathway that connects to the existing Ridgeview pathway immediately to the south. Starting at the proposed nature trail on the subject property, only a short segment would be needed. This Option provides the shortest route (2/3 mile) from 10 Mile to the Dog Park. This would result in no wetland impacts and a small area of woodland impact. The Ridgeview PRO Agreement would not need to be amended as the public benefit of the pathway connection would remain available as intended.

- Option 2 utilizes the existing public sidewalks on Ten Mile Road and Novi Road to the sidewalk on Nick Lidstrom Drive. Because it utilizes only existing and required sidewalks on the major roads, it does not require any additional pathways to be built. It also has no impacts on wetlands and woodlands. It has the longest distance between Point A and Point B at nearly a mile. This distance may discourage users from walking, and people may choose to drive between the points instead, adding traffic to the road network. This option would provide no public benefit. The Ridgeview PRO Agreement would be required to be amended to provide an alternative public benefit.

- Option 3 routes the trail south from the proposed retail area through land adjacent to the west side of the Ridgeview Villas property, which is also owned by the applicant, Dan Weiss, but is not included in the current rezoning request. The segment is the second longest needed, and also the second-longest route between the two Points for pedestrians. A 40-foot portion would need to be boardwalk to cross Chapman Creek, which will cause a small amount of wetland impact. Some woodland tree impacts are also likely. This pathway would represent a benefit if public access is granted. The Ridgeview PRO Agreement would be required to be amended to provide an alternative public benefit.

- Option 4 is a trail through the floodplain/wetland area on the east side of the project near the railroad tracks, requiring an elevated 1,275-foot-long boardwalk. The wetland and woodland impacts, as well as the cost of the boardwalk construction and maintenance, are likely to make this option cost prohibitive. The Ridgeview PRO Agreement would be required to be amended to provide an alternative public benefit.

The applicant's analysis concludes that Option 1 remains the most desirable choice given the variables considered. Option 3 is the second choice if Option 1 cannot be supported.

Staff agrees with the applicant's assessment. The crossing of Chapman Creek has already been completed in the Ridgeview public pathway segment, so connecting to the stubbed pathway (Option 1) would cause the least amount of impact to existing woodland and wetland areas. The more direct route also provides the shortest distance between the points of interest, which may encourage use of the pathway rather than vehicle trips.

As an alternative, if Option 3 is determined to be the preferred route, there may be an opportunity for Ridgeview's HOA to work with the applicant to help fund the more expensive connection. As the HOA would need to amend their PRO Agreement to identify an appropriate public benefit to replace the public pathway, perhaps both projects could work together to provide the public pathway in a new location.

ROAD COMMISSION FOR OAKLAND COUNTY

The applicant has provided correspondence from the Road Commission for Oakland County (RCOC) to show that they have been coordinating with them on the Ten Mile Road plans. RCOC has reviewed their traffic study and provided comments, and states they will continue to work with the applicant if the project moves forward.

STORMWATER DRAINAGE

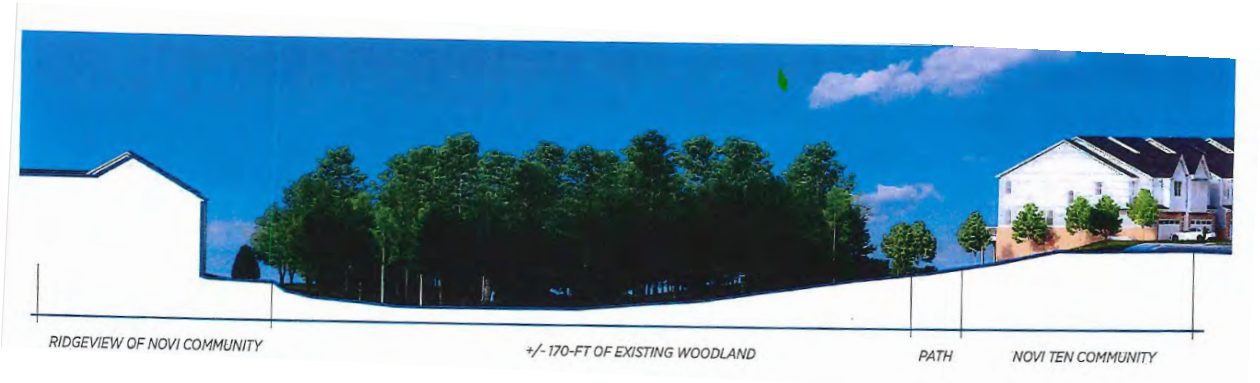
The applicant provides illustrations to show the existing site drainage has 13.1 acres draining south towards Chapman Creek, and 8 acres that drain southeast toward the Rouge River branch near the railroad tracks. The proposed Stormwater Management Plan would route 17.7 acres of the developed portion to the stormwater pond on the east side of the proposed townhomes, which would then be released at a controlled rate to the Rouge River branch. Only 3.4 acres of undeveloped slope would continue to drain south into Chapman Creek, which reduces the chance of flooding on the Ridgeview Villas property.

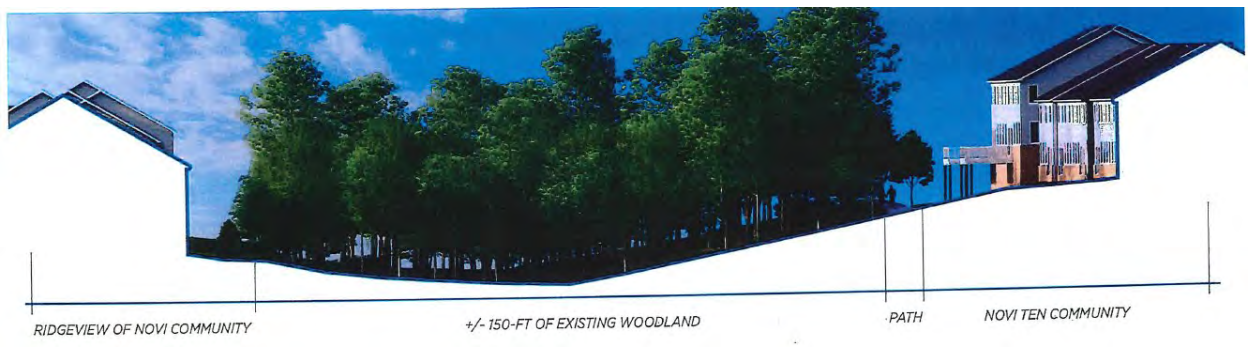
REDUCING RESIDENTIAL UNITS

The applicant has considered the possibility of reducing the number of townhome units proposed. The applicant states the density proposed (4.5 du/ac) mirrors the density that was approved for Ridgeview, which was 4.6 dwellings per acre. Although clustering the units may make it appear to have greater density, doing do allows the project to preserve the significant amount of wetland and woodland areas proposed.

PERSPECTIVE DRAWINGS OF BUFFER

The proposed homes will be a minimum of 150-170 feet from the Ridgeview homes. The applicant has provided perspective drawings that show the existing trees between the homes to be preserved as well as new plantings closer to the Novi Ten homes.





RESTATED BENEFITS AND DEVIATIONS

In the last section of their response, the applicant restates the justification for the rezoning, explaining the conditions and benefits, as well as the deviations requested. These have previously been reviewed and commented on by staff.

2025 MASTER PLAN

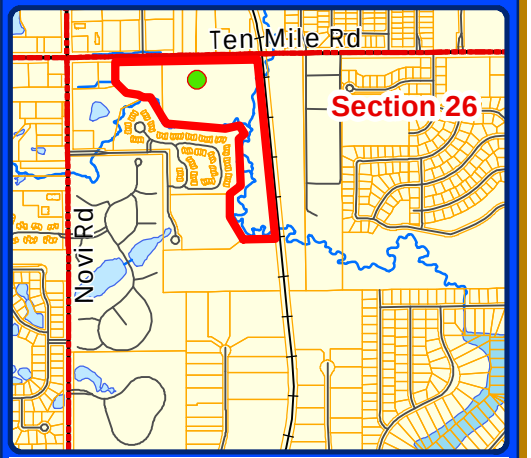
Staff also notes that since this project last came before the City Council, the Planning Commission has adopted the 2025 Master Plan for Land Use. In this updated Master Plan, the Future Land Use for the subject area has been designated for Multiple Family to be consistent with the existing Multiple Family land uses present to the south. Therefore, the

requested rezoning is no longer inconsistent with the Future Land Use designation (which previously indicated Industrial).

Please feel free to contact staff if you have any questions on this matter.

NOVI TEN PRO

CONNECTIVITY



- Existing Public Sidewalks
- Required Public Sidewalks
- Proposed Nature Path
- Option 1 Path Connection
- Option 2 Path Connection
- Option 3 Path Connection
- Option 4 Path Connection

City of Novi

Dept. of Community Development
City Hall / Civic Center
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Map Author: Lindsay Bell
Date: 10/10/25
Project: NOVI TEN PRO
Version #: 1

Feet
0 87.5 175 350 525

1 inch = 400 feet

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

APPLICANT'S NARRATIVE AND
SUPPLEMENTAL INFORMATION
SEPTEMBER 19, 2025

CITY COUNCIL RESUBMISSION

NOVI TEN ASSOCIATES

<>

PROPOSED REZONING & PRO CONCEPT PLAN
NOVI PROJECT JZ23-09

<>

WALKABLE RESIDENTIAL & COMMUNITY COMMERCIAL DEVELOPMENT
NOVI, MICHIGAN

DATE: September 19, 2025

SIEGAL/TUOMAALA ASSOCIATES ARCHITECTS AND PLANNERS INC.
29200 northwestern hwy suite 160 southfield, mi 48034 p•248•352•0099 f•248•352•0088 www.sta-architects.com

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  - Conformance & Furtherance of Master Plan Goals
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  - Public Connecting Path Options Drawing

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  - Public Connecting Path Options Drawing showing wetlands, floodway, & Woodlands
  - Connecting Path Comparative Distance Drawing
  - Connecting Path Through Ridgewood Villas Analysis & Photos

  B. RCOC Coordination

  C. Site Drainage

  D. Number of Townhouse Units

  E. New Building Separation from Ridgeview
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  A. Benefits

  B. Deviations

  C. Supplemental Substantial Positive Considerations

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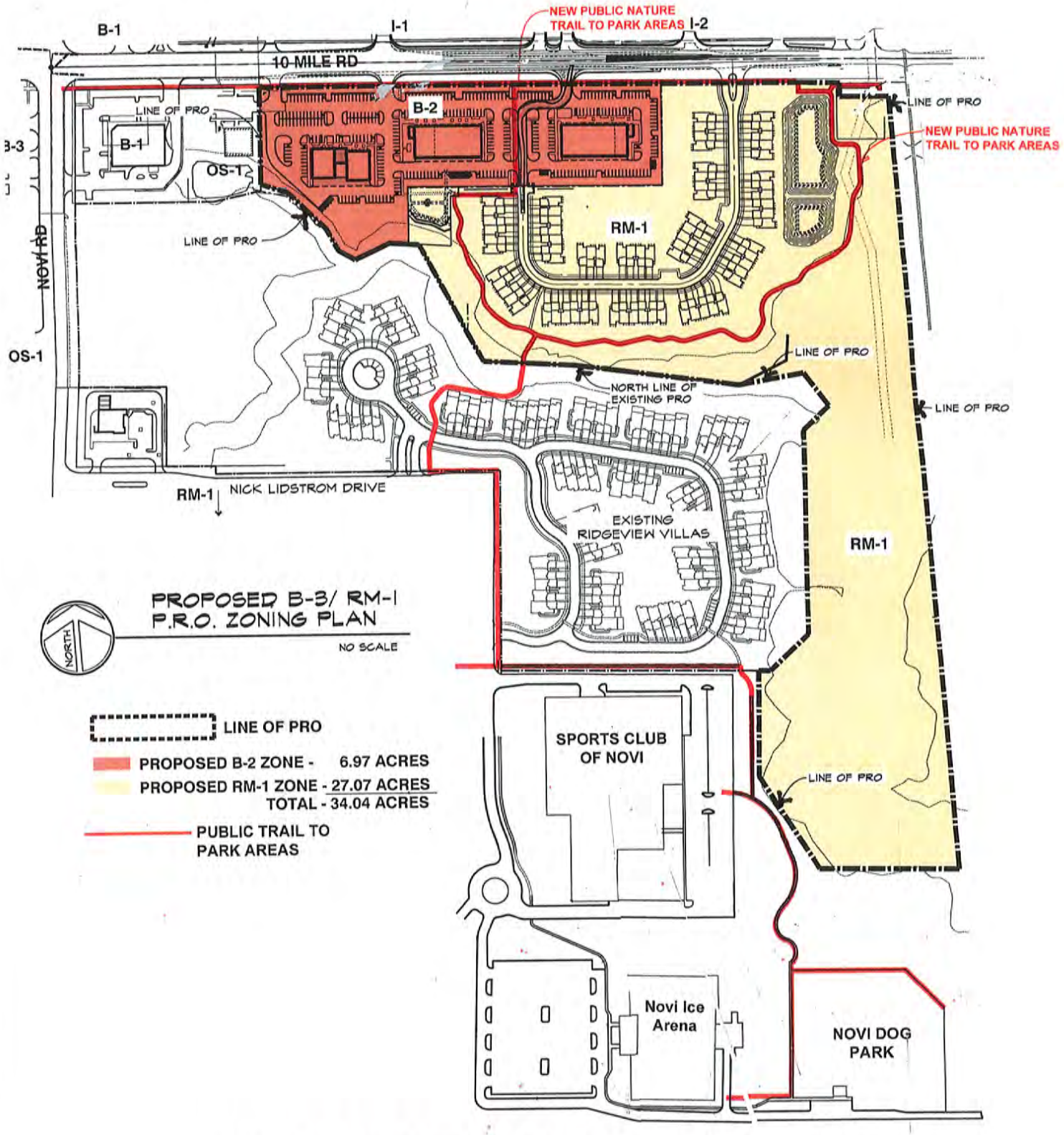

PROPOSED NOVI-10 PRO

WALKABLE RESIDENTIAL & COMMUNITY COMMERCIAL DEVELOPMENT

September 19, 2025
City Council &
Planning Division- Community Development Department
City of Novi
45175 Ten Mile Road
Novi, MI 48375

Re: Novi-10 PRO JZ23-09

Dear City Council & Planning Division
This is a cover letter for our resubmission as requested by the Novi City Council at its December 16, 2024 meeting. As recommended, this resubmission includes an analysis of alternate routes for a connection between the proposed Novi 10- PRO, Ridgeview Villas, and the municipal facilities (sports club, ice arena & dog park) to the south of the existing Ridgewood Villas.

Novi-10 still recommends the continuation of the existing public path connecting Ridgewood Villas and the proposed Novi-10 PRO, as shown on the Novi-10 previous drawing submissions. The original connecting public path was part of the original Ridgewood Villas approved PRO agreement with the City of Novi and was approved as a PUBLIC BENEFIT of that PRO. This existing connecting public path through Ridgeview Villas is a 12 foot wide easement, written and recorded with Oakland County and is a public sidewalk with clear signage saying it is the "Weiss nature Trail" which was present when the Ridgeview Villas units were purchased.

As was astutely pointed out by Mayor Smith, and endorsed by the city attorney and other councilpersons, the northward connection from the existing south trail system that goes all the way from the dog park and comes north, traverses Ridgeview Villas AND connects further north to the properties and trails in this PRO, north to additional nature trails is ALREADY COMMITTED BY PARTIES IN THE EXISTING 2015 PRO CONTRACT and cannot simply be ignored. According to the city attorney at the December 16, 2024 City Council meeting, eliminating the connection will require a new approval process for the prior PRO since that PUBLIC BENEFIT would have been removed.

On March 24, 2025, subsequent to the December 16, 2024 City Council meeting, the City of Novi Code Enforcement Division inspected the site. It was discovered that Ridgeview Villas wrongfully obstructed public access to the existing paved sidewalk, being the public Nature Trail that traverses the Ridgeview residential area, quite visibly since those residents purchased. The city of Novi, Code Enforcement division issued Ridgeview a notice to remove the private, " keep out " type of sign, which was Ridgeview's wrongly obstruction of the Novi community from this public benefit: Nature Walkway viewing areas. That public walkway access that traverses from Lidstrom drive, northward up to the current additional nature trails in this new project, being a key part of the connection walkable path of nature trails

connecting all the way from 10 Mile road to the Dog Park at the south end , and in conformance with the existing Novi Pro contract, has now been restored.

Please consider this perspective: If every resident on 10 Mile Road came and asked you to abandon and close 10 Mile Road so they could avoid the public being in their front yard; the unanimity of that group would be serving their own private interest and not serving the overall community. While this scenario sounds ridiculous, this is the same wrongful tactic the Ridgeview residents are using here: ignoring community welfare.

On the enclosed Connecting Path Options drawing following page 9, as requested, we indicate the original proposed connection and three (3) other options for the connecting path that were discussed at the City Council meeting, and which we were asked to analyze and submit. The enclosed narration will provide the requested analysis of these options.
Thank you,

Daniel Weiss

Daniel Weiss
Novi-10 Associates

`NARRATIVE – INCLUDING BENEFITS & DEVIATIONS

September 19, 2025,

To: City of Novi
Attn: Ms. Barbara McBeth, Novi City Planner
Novi City Council

Re: Revised Narrative: Novi 10 Property PRO JZ23-09 -

Dear City Council members and Ms. McBeth:

SUMMARY

As requested at the December 16, 2024 City Council meeting, this Narrative for the PRO submission has been updated to reflect the comments by City Council members at the December 16, 2024 City Council meeting.

Major key elements of this 34.04 acre Novi-10 PRO include 27.07 acres of proposed RM-1 zoning containing 71 residential owner-occupied townhouses with 2 car garages bounded by marshland, river, and natural wildlife park area. A new 15.87 acre conservation easement will be located on the east side of the townhouses, wrapping around the south side with nature overlooks and containing a new pocket park at the new trailhead on 10 Mile Road and a new pocket park on the west end of the wetland. The conservation easement extends south as far as the Novi Dog Park. North and west of the residential property is a 6.97 acre 35,900 square foot area local retail and restaurants (with no drive-thru's permitted) and including amenities such as a sidewalk café, other locally oriented shops, and services. Restrictions will be placed in the PRO agreement that prevents certain undesirable retail uses.

The goal of this PRO is to create a **walkable community:** a walkable village type atmosphere with easy pedestrian walking paths connecting local retail uses and city amenities like the dog park, sports club, and ice arena, with services like childcare, yoga, and party rooms park area with picnic areas and playground equipment. This should benefit existing residents in surrounding areas and residents of the proposed new townhouse development

Additionally, an 18 Acre certified charitable donation was requested by the city (Dog Park and Arena Facility land), as detailed in the city's Letter of Commendation at the end of this narration. Novi- 10 gave this land to the city of Novi and would like this to please be considered.

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The submission and review history for this 34.04 acre Novi-10 PRO is as follows:

- October 4, 2023 Pre-Application review submission
- January 2, 2024 Revised pre-application submission
- February 21, 2024 Planning Commission public hearing for eligibility
- April 8, 2024 City Council meeting for eligibility
- June 17, 2024 Revised submission for review
- October 30, 2024 Planning Commission approval
- December16,2024 City Council hearing with reconsideration recommendations

KEY DETAILS

The 34.04-acre NOVI-10 PRO proposes to replace the existing industrial zoning and office zoning districts with multi-family zoning and a commercial zoning district to better reflect the needs of the community. These OS-1 and I-1 zoned properties have been on the market for sale for many years. We believe the current zoning and the future land use plan do not reflect the actual market conditions for this site. Changing lifestyles & Covid-19 have contributed to less suburban office space demand and Costar Realty Information Services show a 35% drop in Novi industrial leasing demand during 2023.

Conversely, our market study shows a demand for an additional 344,000 SF of commercial space in Novi by 2027. The 2022 market study was updated with this August 09, 2024, submission and is attached. The update showed that commercial demand still exists. This PRO proposes 35,900 SF of local shopping and restaurant area, with no drive-throughs, in a 6.97-acre B-2 zoning district. To ensure that this family friendly local shopping, the PRO agreement, leasing will exclude certain incompatible proposed uses, that will be listed in the Benefits section of this narration, which follows.

The proposed 27.07-acre RM-1 zoning district contains 71 new 2-story townhouse units on 11.2 acres, which is a short walk from the new local commercial, and north of existing Ridgeview Villa townhouses (from a previous PRO). These are connected by sidewalks and a pedestrian path system. (See analysis of path options which follow in a section titled City Council Concerns based on December 16, 2024, City Council meeting comments) The path system can be crushed limestone material to blend with the surrounding natural environment. The balance of the proposed RM-1 zoning district is a 15.87-acre natural marshland and woodland which will be protected from future development by a conservation easement. This conservation easement follows the railroad tracks along the east side and wraps south around the new townhouses. This RM-1 zoning is consistent with adjacent existing multi-family developments. The 15.87-acre natural area will contain a trail network and new overlooks and have a small pocket park, donated by the PRO developer at the 10 Mile Road trailhead and

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a second pocket park with playground equipment, and owned by the townhouse HOA, on the west end of the townhouses.

The closest new townhouse is located 300 feet away from the closest I-2 industrial building in an I-2 Industrial zoning district, located across 10 Mile Road. Currently there is no heavy industry on those I-2 parcels. To provide additional separation, the PRO proposes visual and sound separation by a 10 FT- 12 FT high densely landscaped berm along 10 Mile Road.

The updated traffic analysis accompanying this PRO shows that the level of service, with the proposed B-2 and the RM-1 zoning, is not degraded compared to development under the current OS-1 and I-1 zoning. In addition, the traffic analysis indicates that peak traffic will be less than with development under the current zoning. To facilitate the traffic movement to and from the proposed commercial and townhouses, the PRO proposes to add a center left turn lane and eastbound and westbound lanes on 10 Mile Road. The PRO developer's engineer is working with Novi's traffic consultant and the Road Commission of Oakland County, which has 10 Mile Road jurisdiction.

The current OS-1 zoning would permit a 30-foot high 2 story, 54,000 SF office building and the current I-1 zoning along 10 Mile Road would permit a quarter-making square-foot-light industrial building 40 feet high. These would create a massive wall of buildings compared with the proposed commercial buildings 21 feet in height, and the 71 two-story townhouses with many trees saved and new trees planted. More open space is provided due to less building mass and density in the PRO than if developed with current office and industrial zoning.

At the preliminary Planning Commission public hearing, certain audience members were concerned about flooding onto their property from the new development. As was indicated at the hearing, the new townhouse and commercial sites will have site engineering and comply with Novi's latest stormwater management criteria.

CONFORMANCE & FURTHERANCE OF THE 2025 NOVI MASTER PLAN AIMS & GOALS

The proposed PRO successfully implements many of the primary stated aims and goals of Novi's 2025 Master Plan for Land Use, including such key elements as a "Walkable Community", protection of natural features and natural marshland habitats, connectivity, and mixed use planned developments. The Novi 10 PRO plan presented here directly addresses and furthers these stated aims and goals in numerous ways, which create a significant improvement over the existing industrial and office zoning it replaces at this location. Some specific descriptions which demonstrate these improvements from the PRO and further implementations of the Novi Master Plan's stated goals are as follows:

A. QUALITY AND VARIETY OF HOUSING

The Novi-10 PRO adds 71 townhouse units adjoining the previous PRO to the south (Ridgeview Villas) 93 townhouse units. The Novi-10 new townhouses partially encircle and are a short walk to the proposed new neighborhood retail portion of the PRO. The 2025 Master plan indicates that townhouses are the second most requested types of housing, after single family homes, and it indicates "...the advantage of having everyday goods and services within walking distance; mixed use areas are thus becoming a highly popular option." The Master Plan recommends that mixed-use planned developments should create a walkable density for the residential, which this does, and that there should be convenient non-motorized access from residential developments to neighborhood parks and natural areas, which this development does through the proposed and existing trail system.

B. COMMUNITY IDENTITY

The Novi-10 PRO continues the Novi identity as a high-quality residential community, while simultaneously providing a local neighborhood retail hub that will provide goods and services for the new townhouses and the other surrounding residential areas. All materials proposed for the townhouses and for the retail buildings are the high quality expected of Novi developments.

C. ENVIRONMENTAL STEWARDSHIP

The 35.04-acre Novi-10 PRO includes 15.87 acres (45.2%) of conservation easement to protect the marshland and natural wildlife habitats in wetland and woodland areas on the site. The proposed PRO townhouse area provides 6.5 times the required open space to further preserve natural area. Connectivity is provided by the proposed trail system around the perimeter of a portion of this conservation area which has overlooks for nature viewing. The trail system connects the PRO with the athletic club, ice arena and dog park, with its walkability and bicycle access helps to implement the Activity Mobility Plan for Novi and can reduce automobile traffic. The Activity Mobility Plan, as

indicated in the Master Plan also encourages walking and biking networks to reach key destinations, which the Novi-10 PRO does through its trail system. The trail system starts on 10 Mile Road to permit the surrounding community's use and extends around the proposed townhouses and through the connecting trail that extends through Ridgeview Villas townhouses and to the athletic club, ice arena and dog park. Additionally, two pocket parks are proposed; one at 10 Mile Road at the northeast corner of the PRO, and one between the proposed townhouses and the proposed retail area; All the proposed development will control water runoff by proper design for site drainage.

In addition, eliminating the permitted industrial development that could occur on 10 Mile Road under the current zoning, prevents a massive industrial building that would block views and **devalue** the quality-of-life existing residents.

D. INFRASTRUCTURE

As indicated above, the trail system's connectivity from 10 Mile Road all the way to the dog park provides a walking and bike riding alternative path for the entire community between the proposed PRO neighborhood retail center on the north and the athletic club, ice arena and dog park to the south. This is encouraged in the Master plan Action Plan for Infrastructure. Review of the city of Novi's other infrastructure elements such as water, sewage, storm drainage and other utilities, as well as police, fire and other emergency services were previously submitted Community Impact analysis and found to not be negatively impacted.

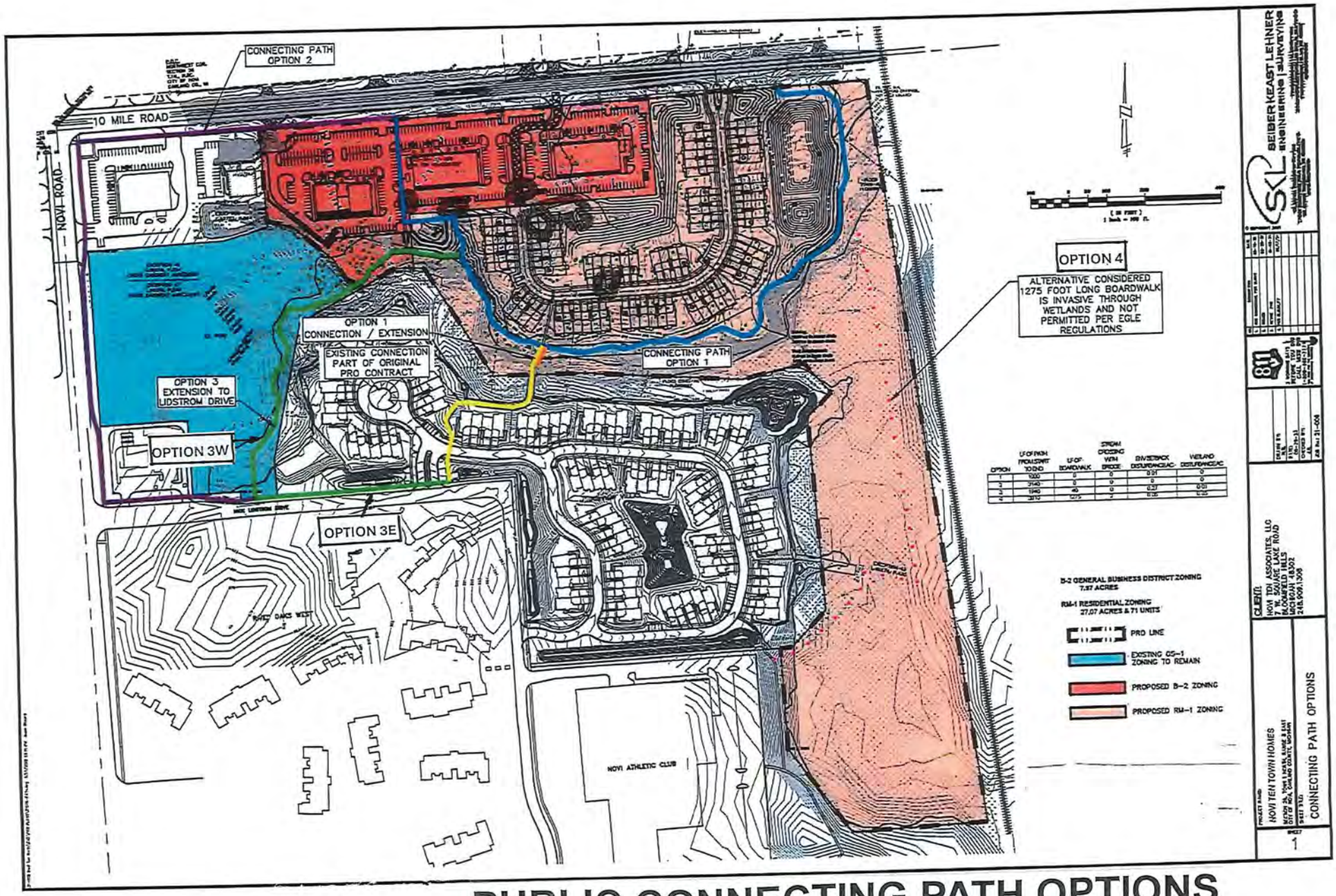
E. ECONOMIC DEVELOPMENT

According to the 2025 Master plan, 2024 ended with Novi's retail vacancy rate below that of Oakland County, indicating a comparatively strong continuing retail demand. The Master Plan indicates also that there will be a high demand for household furnishings and entertainment (which could include restaurants, cafes and coffee shops, etc.). It states, "It is expected that these retail sectors will continue to grow, and Novi's retail market should be prepared to meet this demand". The market study submitted with this PRO also indicates there is a demand for small retail and personal services.

The proposed PRO provides local retail and services within walking range of many surrounding residents. The retail area is a small percentage (13%) of the total proposed PRO and the previous PRO, Ridgewood Villas to the south. At this time the specific retail and service providers are not known, but market studies confirm there is current demand and will include small retail and personal services, including uses such as sidewalk café, small restaurants, a small medical or other professional office, childcare, exercise, yoga club, etc. These services will be walkable for the new residents, as well as for the existing residents to the south, and those east on 10 Mile Road. As part of the proposed PRO, there will be a prohibition of uses that are objectionable, and not in the community's best interest at this location: Automobile

uses are not permitted per the proposed zoning, and Hotels, Motels, Check Cashing, and Pawn Shop. Marijuana sales (already not permitted in the city of Novi) will also be excluded by the PRO documents in case the city's law is changed to allow it in the future. The PRO drawings indicate locations for four retail buildings on the B-2 portion, along with the required parking, walkways, and landscaping.
It is estimated that this development will create a minimum of 100 new permanent full-time and part-time jobs in the new retail stores and restaurants and It is anticipated that combined construction costs for the commercial and the residential projects will be in excess of $35,000,000, creating numerous construction jobs.

CONCLUSIONS: As demonstrated above, the Novi-10 PRO will be an asset to the community, conforming with sound urban planning and urban design practices and to the goals and recommendations of the City of Novi Master Plan.



PUBLIC CONNECTING PATH OPTIONS

CITY COUNCIL CONCERNS (December 16, 2024 City Council meeting)

A.

Alternate Path Locations

As shown on the drawing titled Public Connecting Path Options on the previous page and as evident in the City Council meeting record, Council members stated they were favorable to Option 1, the original proposed connecting path as was presented as part of the prior Novi-10 PRO contract to the south, and which has been in place for years. For extra thoroughness of evaluation Council asked to see confirmation that alternate routes have also been considered, which is included here-in, and confirms that Option 1 is the only option that is reasonable or viable community benefit, and accomplishes the community goals and benefits.

Options for the location of the path around, rather than though, Ridgeview, were requested by City Council. (the section that follow this Narrative titled "Public Connecting Path Through Ridgewood Villas" addresses this issue in greater depth) In response the Novi-10 PRO evaluation shows three (3) conceivable path location options as shown on the "Connecting Path Options" drawing on the preceding page, along with one location (Option 4) paralleling the railroad tracks and running wrongfully and invasively through the east side wetland area and Rouge River which clearly is not feasible. Harming the woodland and wetland in this area is both wrongful and illegal.

Also shown is the extra public walkway, the indicated "U" shaped nature viewing trail beginning at the proposed pocket park on 10 Mile Road at the east end of the PRO and looping southward around between the rear property edge of the new townhouses and the conservation natural area and then extending up to the west side park and into the retail area. This loop is not in question and will remain for all options. The only issue is the relatively short several hundred foot connection, enabling the public to travel along the nature trails all the way from 10 Mile Road down along the wetlands to the dog park. This connection is shown clearly on the PRO drawings and was included in the previous PRO contract with the city of Novi and provides this as a community benefit.

Option 1 is the original proposed trail that connects the new townhouses to the existing connector trail that was built into Ridgeview Villas and made part of the existing PRO's benefits that exist per the previous PRO contract. As originally planned, this trail provides the connectivity and walkability for the community that the Novi Master Plan cites as a main goal and encourages. Option 1 allows this connectivity from the new retail development on 10 Mile Road and the new townhouses through the existing townhouses to Nik Lidstrom drive and the municipal facilities to the south. This includes the concrete nature path that is already been built and runs through Ridgeview Villas. This also allows the existing Ridgeview Villas to connect to the "U" shaped nature trail

proposed along part of the conservation easement. Objections have been raised by Ridgeview Villa residents about the connector to the north being added, yet the existing Ridgeview Villas portion of the connector was constructed as part of their original PRO and has been visible since residents purchased their townhouses. It was planned as part of the original design and is in the existing PRO contract with the City of Novi with clear intent in the original PRO as a benefit to connect to the newly proposed connector.

The short (200 feet long +-) new connector, shown in orange on the preceding drawing, extends the current path rather than there being a walking bridge that is a dead end. Also, the existing portion was previously built as a public sidewalk adjacent to certain of the Ridgeview Villas and was in place at the time these units were purchased. At the previous City Council meeting, the city attorney noted that those residents chose to buy their units along this public sidewalk which is part of the connector. Please note that Ridgeview Villas wrongly installed a sign to prevent the public from using this public sidewalk connector.

This Option 1 connector completes the entire walkway system from 10 Mile Road through all of the nature viewing areas and extending all the way south past the sports club and ice arena, all the way to the dog park, located on 18 acres of land donated by this same applicant as requested by the City of Novi, and further explained elsewhere.

Option 2 is devoid of any public benefit for viewing nature, and, is a path that completely avoids the nature trail system and instead uses only the existing streetside public sidewalk system to make a connection. The connecting path across the natural area (Option 1) is eliminated. Only the sidewalks along 10 Mile Road, Novi Road and Nik Lidstrom Drive are used to connect the retail restaurant area and the new townhouses to the sports club, ice arena and dog park. A connecting pathway between the new townhouses and Ridgeview Villas, and other nature trails, dog park, etc. will not be provided. Clearly this option does not meet the spirit of the master plan for connectivity and walkability.

In addition, as indicated above, elimination of the connector benefit will require the prior PRO elements to be amended and rescind these public benefits and would require it to be re-approved by all parties who signed the PRO contract, due to the elimination of the connector path "benefit", per the Novi city attorney at the December 16, 2024 City Council meeting. This "benefit" was already given to the city and is clear in the existing PRO contract as a public benefit, and per the city attorney's comments at the City Council meeting, any such abandonment of the city benefit (the connector path) would need approval with, and an alternate compensation provided to the city as was required in the prior PRO contract.

Option 3, consisting of Option 3E and 3W, together, as shown in green on the Public Connecting Path Options drawing, create is a connecting path that begins the southern landscaped tip of the retail area and extends south and west around the existing Ridgeview Villas townhouses on other adjacent land owned by the Novi-10 developer, which is not part of the existing or proposed PRO. The path will connect to the sidewalk along Nik Lidstrom Drive, which will then connect to the sports club, ice arena and dog park. An easement for this connecting path on the adjacent land will be obtained. This totally bypasses Ridgeview Villas, but as with Option 2, the city attorney indicated at the December 16 City Council meeting that if the original connector between the two townhouse developments is eliminated, reapproval of the original Ridgeview Villas PRO will be required and would abandon the public benefits of the existing PRO contract.

Option 4: The East Side Alternate Path- Unlike the other nature paths that are on dry land outside of natural areas this alternate path would be invasive through the east wetland nature conservation area would be constructed as an elevated boardwalk 1,275 feet long with a dedicated easement 12 feet wide. This entire area is a regulated wetland which protects such wetlands specifically from construction and other harmful activities. If proposed this would require a state EGLE (Environment, Great Lakes & Energy) permit and mitigation for the dedicated area. Mitigation would require offsetting and creating a new wetland protection elsewhere In addition, the entire area is a flood plain and the path would be in the flood plain and most likely in the adjacent floodway. According to our highly experienced wetland consultants, Niswander Environmental, it would be very difficult to obtain EGL approval for this invasive boardwalk due to its long length and the permanent negative and damaging impact disruption of the natural habitat.

Wetland Comparisons

Option 1, the original proposed connector, which was favored by the Council, has no wetland impact. Option 2 follows the existing sidewalk system along 10 Mile Road, Novi Road and Nik Lidstrom Drive is all sidewalk along the streets and has no wetland impact. Option 3, the alternate connector shown on the adjacent west parcel has approximately 40 feet of its 800 foot total length through wetlands, or 0.01 acres. Option 4 will wrongfully disturb .35 acres of wetlands.

It is the conclusion of the developer of the Novi-10 PRO that the best solution for the connecting path is Option 1 as originally proposed. If this is not acceptable then Option 3, the west side path would be the second choice, recognizing the impact of this on the prior PRO approval.

See the Public Connecting Path Options Drawing that precedes this section and Wetlands, Floodplain & Woodlands drawing that follows this section

OPTION	LF OF PATH FROM START TO END	LF OF BOARDWALK	STREAM CROSSING WITH BRIDGE	ENV SETBACK DISTURBANCE AC	WETLAND DISTURBANCE AC	WOODLAND DISTURBANCE AC
1	1030	0	0	0.01	0	0.02
2	3140	0	0	0	0	0
3W & 3E	1940	40	0	0.27	0.01	0.37
4	3010	1275	2	0.06	0.35	0.53

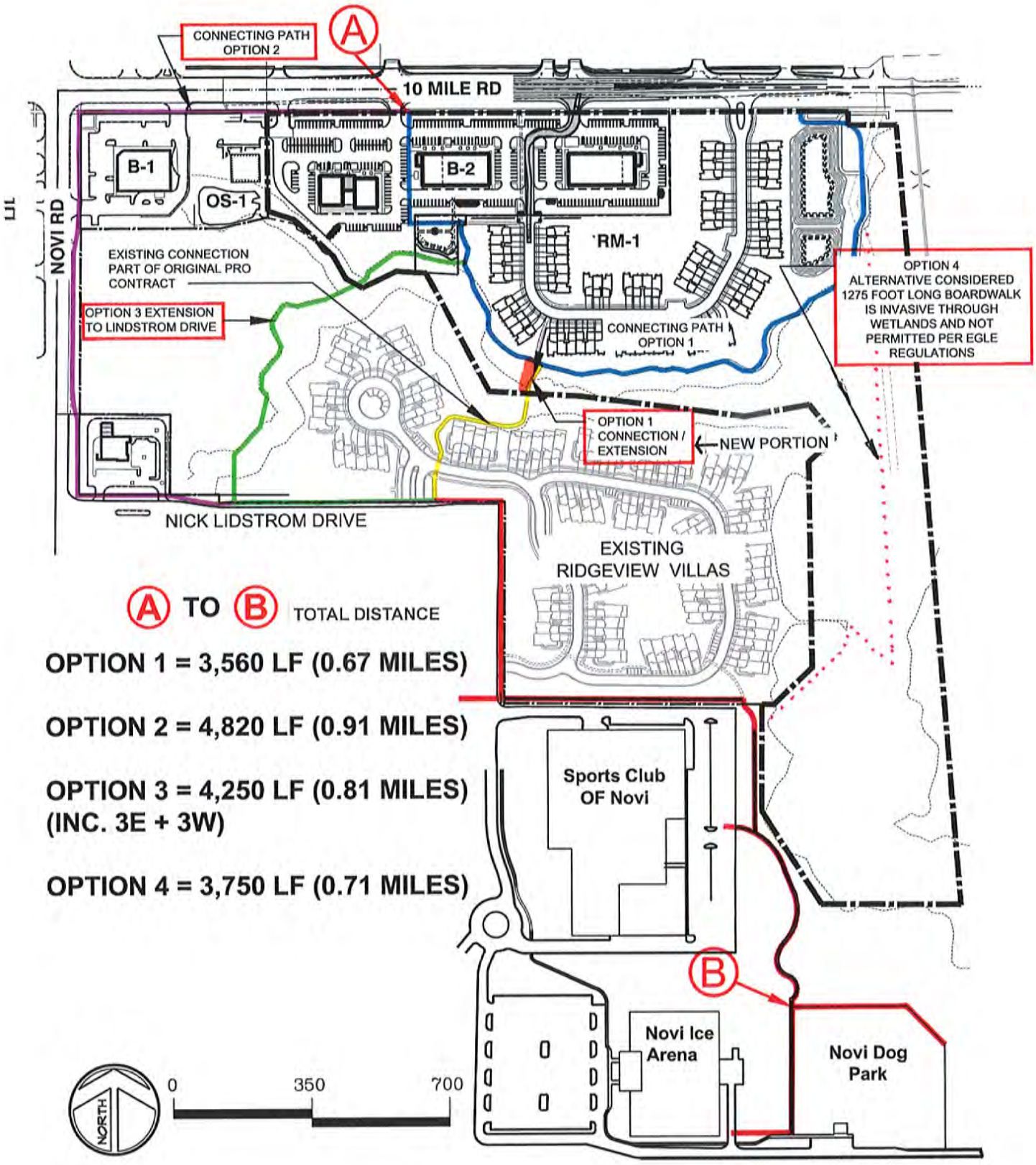
SEIBER KEAST LEHNER
ENGINEERING | SURVEYING
CLIENT:
NOVI TEN ASSOCIATES, LLC
7 MILE LAKE ROAD
BLOOMFIELD HILLS
MICHIGAN 48302
248.909.1308
PROJECT NAME:
NOVI TEN TOWN HOMES
SECTION 35, TOWN 1 NORTH, RANGE 8 EAST
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

CONNECTING PATH OPTIONS
WETLANDS, FLOODPLAIN & WOODLANDS

SHEET 1

PUBLIC CONNECTING PATH OPTIONS DRAWING

WETLANDS, FLOODPLAIN & WOODLANDS



CONNECTING PATH COMPARATIVE DISTANCES

(DISTANCE BETWEEN 10 MILE RD. & NOVI DOG PARK)

PUBLIC CONNECTING PATH THOUGH RIDGEVIEW VILLAS

When the original Ridgeview Villa PRO agreement was written and approved by the City Council and signed by the Mayor in 2015, a public nature path was created as a community benefit. See *Attachment A* that shows a portion of the PRO Agreement with an indication of the public pathway on page 3, item 2. This clearly states (circled in red) that this path will connect to a future development. This path was a benefit as required by the PRO agreement.

To ensure this 12 foot wide dedicated public path was created, an easement was written and recorded with Oakland County for the path which can be seen in the *Attachment B* easement drawings. The exact language of this public use easement created this community benefit, including a concrete Public Sidewalk and "Weiss Nature trail" signage is included in *Attachment C*, showing page 2, item 2 of the easement. This item requires signs at the "end points" of the paths. The easement indicates:

2.....the Developer shall install, and the City shall allow and maintain, directional signage at each of the four (4) end points of the Pathways, which signage will be approximately 20 inches by 30 inches, designed, fabricated and installed in the usual quality consistent with other park signs installed in parks in the City, and containing the following dedication statement:

"Weiss Nature Trail: Dedicated by Dan and Michelle Weiss family in honor of these various lands donated by them and honoring father Albert Weiss, and all their love and promotion of natural habitats, and fostering further acts of charitable community benefit, performed by all, sized however big or small.

Such signage may include typical nature habitat descriptive language or graphics showing Michigan vegetation, ducks, turtles, birds, and other information.

3. This instrument shall run with the land first described above and shall be binding upon and insure to the benefit of the City, and their respective heirs, representatives, successors and assigns. "

As shown in *Attachment D*, "Original Ridgeview Villas Drawing", this public nature path easement begins at Nik Lidstrom Drive and extends into Ridgeview, running between units 21 and 22, and then behind units 22 through 26 before turning north to a dead end. The drawing contains a note about the public easement and the proposed sign locations along the path.

Attachment E contains Aerial photos with enlargements of the public nature path and photos of the in-place signage follow the drawing. The existing easement documents for the path are recorded with Oakland County, and require the dedicated path to be public.

Attached Photos 1 through 5 show the signage along the path through Ridgeview up to the end of the connector.

At the December 16, 2024 Novi City Council meeting, Novi-10 was asked to provide alternate routes for this connector path system to allow walking from the retail area on 10 Mile Road around, not through Ridgeview, to reach the ice arena, sports club and dog park. This has been done and is part of this resubmission. At this same meeting, City Attorney Tom Schultz confirmed that the existing path through Ridgewood is a PUBLIC pathway and its connection to the path of the proposed Novi-10 PRO was a BENEFIT that was part of the original 2015 PRO approval. He said that it is not a private path only for the HOA but is "the same as any other public sidewalk in front of a house". He also indicated that if the existing public path does not connect to the new path, then the original Ridgeview Villas PRO will need to go through the PRO approval process again without this as a benefit.

SEE ATTACHMENTS A, B, C, D & E THAT FOLLOW

.

ATTACHMENT A

2015 PRO AGREEMENT (PARTIAL)

7/14/2015
RECEIVED
OAKLAND COUNTY
CLERK/REGISTER OF DEEDS
2015 AUG 17 AM 11:30

CITY OF NOVI
CITY CLERK'S OFFICE
2015 AUG 26 A 1

218055
LIBER 48766 PAGE 1
$91.00 MISC RECORDING
$4.00 REMONUMENTATION
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PAID RECORDED - OAKLAND COUNTY
LISA BROWN, CLERK/REGISTER OF DEEDS

RECEIVED
2015 NOV -4 PM 2:44

RECORDING TO ADD EXHIBIT B ELEVATIONS
SEE LAST 3 PAGES THIS ORIGINAL DOCUMENT
IS RECORDED IN LIBER 48514 PAGE 617 ON 8/19/2015
KS

PLANNED REZONING OVERLAY (PRO) AGREEMENT
NOVI TEN TOWNHOMES

AGREEMENT, by and among Toll II MI Limited Partnership, a Michigan Limited Partnership, whose address is 28004 Center Oaks Ct. Suite 200, Wixom, MI 48393 (referred to as "**Developer**"); Novi Ten Associates, L.L.C., a Michigan limited liability company, whose address is 400 Renaissance Center, Suite 2170, Detroit, Michigan 48243 ("**Owner**"); and the City of Novi, 45175 West Ten Mile Road, Novi, MI 48375-3024 ("**City**").

RECITATIONS:

I. Owner is the owner and Developer is the developer, of two vacant parcels totaling approximately 20 gross acres (with final acreage determined in accordance with the PSA as hereinafter defined) located south of Novi Road and East of Novi Road along Nick Lidstrom Drive, herein known as the "Land" or the "Development" described on **Exhibit A**, attached and incorporated herein. Owner and Developer are hereinafter referred to as "Applicants."

II. For purposes of improving and using the Land for a 93-unit owner occupied attached condominium development, Applicants have petitioned the City for an amendment of the Zoning Ordinance, as amended, so as to reclassify the Land from I-1 Light Industrial and OS-1, Office Service, to RM-1, Low-Density Multiple-Family. The I-1/OS-1 classification shall be referred to as the "**Existing Classification**" and RM-1 shall be referred to as the "**Proposed Classification.**"

III. The Proposed Classification would provide the Applicants with certain material development options not available under the Existing Classification, and would be a distinct and material benefit and advantage to the Applicants.

IV. The City has reviewed and approved the Applicants proposed petition to amend the zoning district classification of the Land from the Existing Classification to the Proposed Classification under the terms of the Planned Rezoning Overlay (PRO) provisions of the City's Zoning Ordinance and has reviewed the Applicants' proposed PRO Plan, including conceptual renderings of unit styles and materials, attached hereto and incorporated herein as **Exhibit B** (the "PRO Plan"), which is a conceptual or illustrative plan for the potential development of the Land under the Proposed Classification, and not an approval to construct the

OK-LB

OK-LB

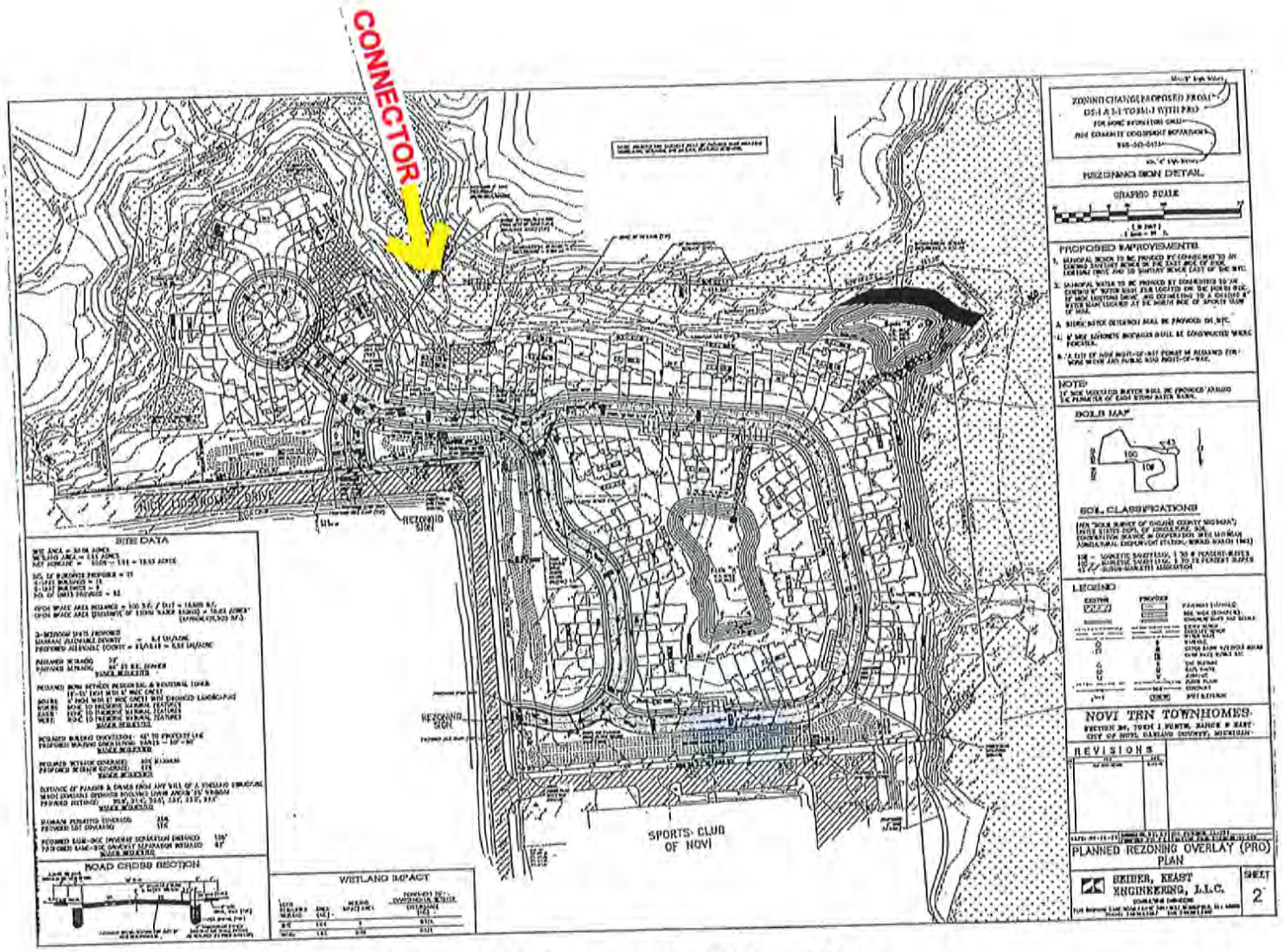
1. Residences that exceed the minimum architectural standards of the City and are similar, in the City's determination, to those conceptual architectural renderings in the PRO Plan attached as Exhibit B.

2. Construction of a pathway for public use through the Development from Nick Lidstrom Drive to the north property line for connection to the future development of the non-residential property to the north in the location and to the standards shown in the PRO Plan attached as **Exhibit B.** Pathway easements in a form acceptable to the City, shall be provided to the City for dedication for public use of the pathways. The pathways will thereafter be repaired and replaced by the City, as determined by the City. Winter maintenance consisting of snow and ice removal shall be completed in accordance with applicable City ordinances, as the may be amended from time to time, as determined by the City. The pathway easements shall be offered to the City for dedication by the Owner prior to the issuance of any building permits (except for the model) for the Development. The pathway easements shall be non-exclusive and shall permit the fee title owner of the easement property to make use of the property that is not inconsistent with use as a public pathway. The Applicants may construct and/or install underground improvements to the property, including utilities and/or similar improvements, which improvements do not interfere with use, operation, maintenance, repair and replacement of the pathways in the pathway easement areas shown on the PRO Plan;

3. Construction of an off-site pathway for public use to the Novi Dog Park commencing from the site's southeast corner along the rear property line of Novi Sport's Club and a connection to the existing pathway along Nick Lidstrom Drive, in the location and to the standards shown in the PRO Plan attached as **Exhibit B;**

4. Installation of pedestrian directional signage along the pathways set forth above, which the City and Applicants acknowledge shall include signage identifying the pathway in four (4) locations, including 2 signs along the north and 2 signs on the south, as follows:

> Weiss Nature Trail: Dedicated by the Dan and Michelle Weiss family in honor of these various lands donated by them, and honoring their father Albert Weiss and their love and promotion of natural habitats and to foster



PRO AGREEMENT EXHIBIT B

ATTACHMENT B

2015 PATHWAY PUBLIC EASEMENT (PARTIAL)

RECEIVED
OAKLAND COUNTY
REGISTER OF DEEDS

2016 JUN -7 PM 3:57

132513
LIBER 49574 PAGE 400
$46.00 MISC RECORDING
$4.00 REMONUMENTATION
07/13/2016 09:40:49 A.M. RECEIPT# 77903
PAID RECORDED - OAKLAND COUNTY
LISA BROWN, CLERK/REGISTER OF DEEDS

CHECKING COMPLETED
AT REGISTER OF DEEDS
JUN 08 2016
Register of Deeds
Oakland County, MI

PATHWAY EASEMENT

Pursuant to this Pathway Easement Agreement (the "PEA"), **NOVI TEN ASSOCIATES LLC**, a Michigan limited liability company ("**N-10**"), with an address at 400 Renaissance Center, Suite 2170, Detroit, MI 48243, Attn: Dan Weiss, for and in consideration of One ($1.00) Dollar, receipt and sufficiency of which is hereby acknowledged, hereby grants and conveys to the **CITY OF NOVI**, a Michigan Municipal Corporation ("**City**"), whose address is 45175 West Ten Mile Road, Novi, Michigan 48375, being exempt pursuant to MCLA 207.505(a), and MCLA 207.526 (a), a permanent, non-exclusive easement (the "Easement") for a public non-motorized pathway over across and through the pathways described on Exhibit B attached hereto ("**Pathways**").

BACKGROUND

The Parties (together with Toll II MI Limited Partnership, a Michigan limited partnership, whose address is 28004 Center Oaks Ct., Suite 200, Wixom, MI 48393 ("**Developer**")) have executed and delivered a **PLANNED REZONING OVERLAY (PRO) AGREEMENT** recorded August 19, 2015, in Liber 48514 Page 617 Oakland County Records, and re-recorded November 14, 2015, in Liber 48766 Page 1 Oakland County Records ("**PRO**"), which pertains to the development by Developer (the "Development") of certain land in Section 1, T.1N., R.8E., City of Novi, Oakland County, State of Michigan, more particularly described on Exhibit A attached hereto (the "**Premises**").

The Pathways are located within the Premises.

The Premises abut certain property which is owned by N-10 which is described on Exhibit C attached hereto ("N-10 Land").

The PRO sets forth certain terms and conditions regarding the construction of improvements on the Development. The terms and conditions set forth in the PRO require the construction of the Pathways for public use through the Development and the dedication for public use of the Pathways.

N-10 is executing and delivering this PEA in partial satisfaction of the terms of the PRO.

This PEA and the Easement are exempt from transfer taxes under MCL 207.505(a) and MCL 207.526(a) as the consideration is less than $100.00.

TC13-50012

11
47

OK - JB
as per date of doc

#2

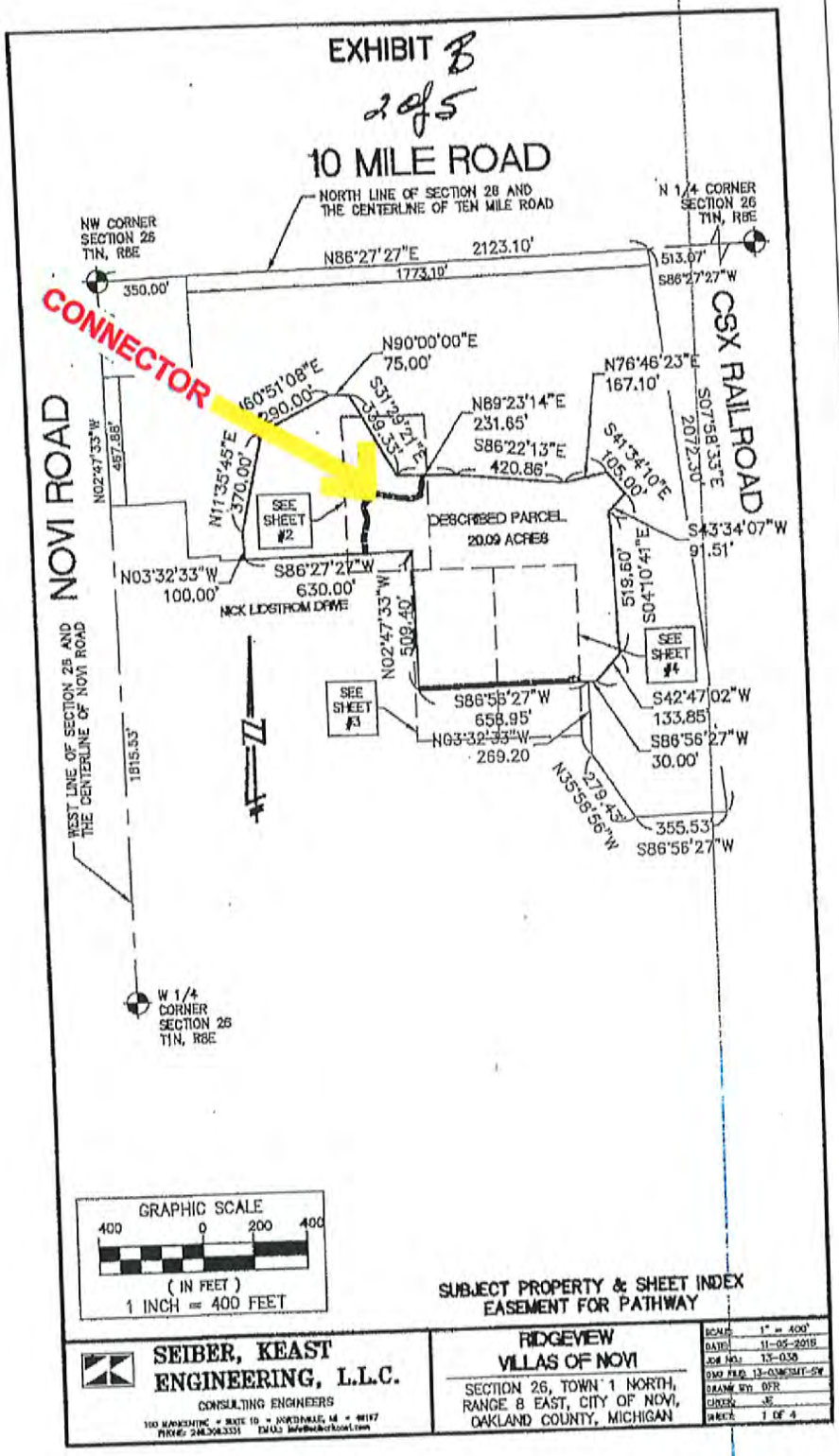


EXHIBIT B
2 of 5
10 MILE ROAD
NORTH LINE OF SECTION 26 AND THE CENTERLINE OF TEN MILE ROAD
NW CORNER SECTION 26 T1N, R8E
N 1/4 CORNER SECTION 26 T1N, R8E
N86°27'27"E 2123.10'
1773.19'
513.07'
S86°27'27"W
350.00'
CONNECTOR
NOVI ROAD
CSX RAILROAD
N90°00'00"E 75.00'
N76°46'23"E 167.10'
S07°58'33"E 207.30'
S60°51'08"E 290.00'
S31°29'21"E 369.33'
N89°23'14"E 231.65'
S86°22'13"E 420.86'
S41°34'10"E 105.00'
S43°34'07"W 91.51'
N02°47'33"W 457.88'
N11°35'45"E 370.00'
SEE SHEET #2
DESCRIBED PARCEL 20.09 ACRES
N03°32'33"W 100.00'
S86°27'27"W 630.00'
NICK LIDSTROM DRIVE
N02°47'33"W 508.40'
519.60'
S04°10'44"E
SEE SHEET #4
SEE SHEET #3
S86°56'27"W 658.95'
N03°32'33"W 269.20'
S42°47'02"W 133.85'
S86°56'27"W 30.00'
N35°56'56"W 279.43'
355.53'
S86°56'27"W
WEST LINE OF SECTION 26 AND THE CENTERLINE OF NOVI ROAD
1815.53'
W 1/4 CORNER SECTION 26 T1N, R8E
GRAPHIC SCALE
400 0 200 400
(IN FEET)
1 INCH = 400 FEET
SUBJECT PROPERTY & SHEET INDEX
EASEMENT FOR PATHWAY
SEIBER, KEAST ENGINEERING, L.L.C.
CONSULTING ENGINEERS
RIDGEVIEW VILLAS OF NOVI
SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN
SCALE 1" = 400'
DATE 11-05-2015
JOB NO. 13-038
DWG FILE 13-038SMT-SW
DRAWN BY DFR
CHKD JE
SHEET 1 OF 4

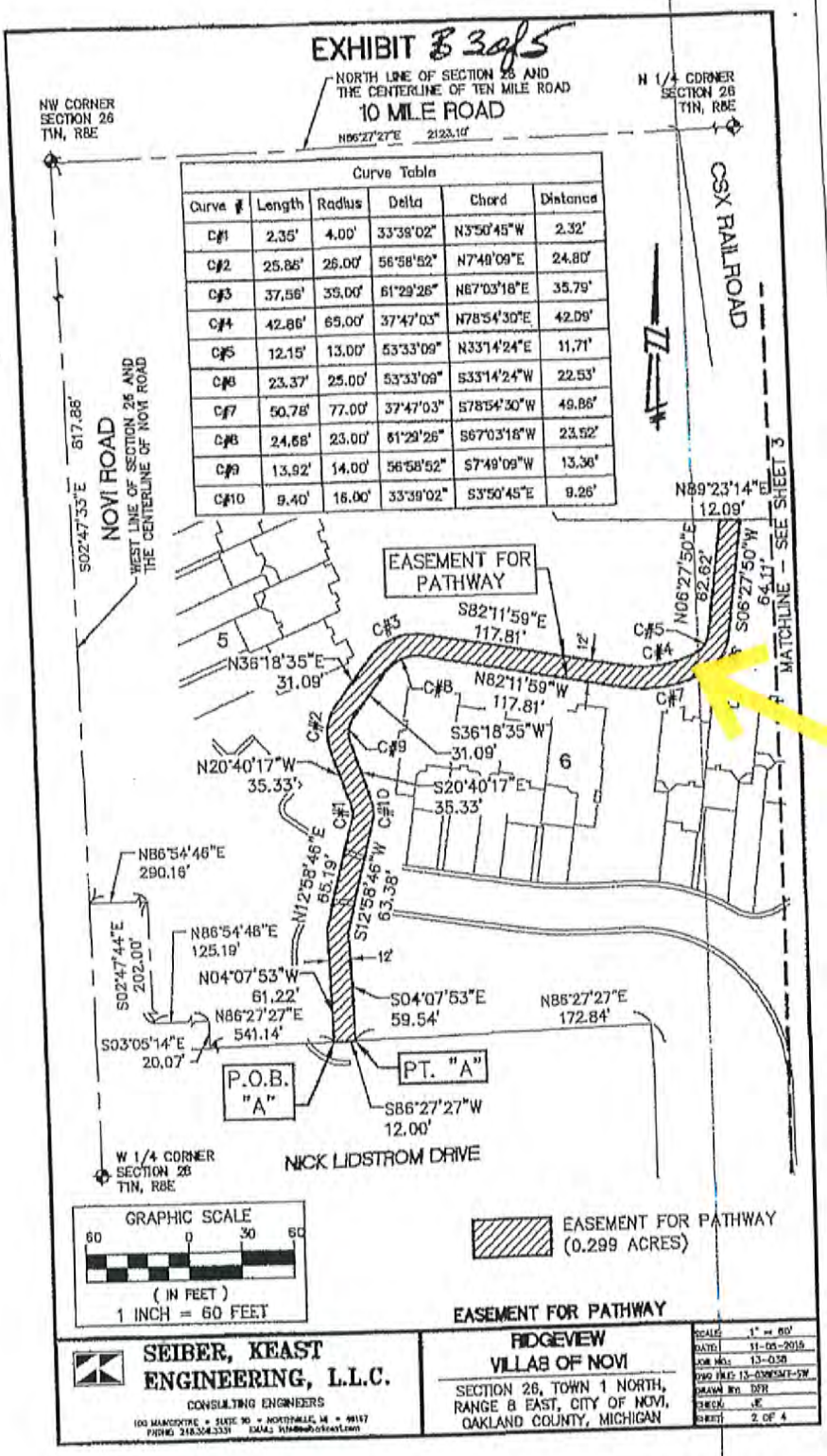


EXHIBIT B 3 of 5
NORTH LINE OF SECTION 26 AND THE CENTERLINE OF TEN MILE ROAD
10 MILE ROAD
N86°27'27"E 2123.10'
NW CORNER SECTION 26 T1N, R8E
N 1/4 CORNER SECTION 26 T1N, R8E
CSX RAILROAD
NOVI ROAD
WEST LINE OF SECTION 26 AND THE CENTERLINE OF NOVI ROAD
S02°47'33"E 817.88'
Curve Table
Curve # | Length | Radius | Delta | Chord | Distance
C#1 | 2.35' | 4.00' | 33°38'02" | N3°50'45"W | 2.32'
C#2 | 25.85' | 26.00' | 56°58'52" | N7°49'09"E | 24.80'
C#3 | 37.56' | 35.00' | 61°29'26" | N67°03'18"E | 35.79'
C#4 | 42.86' | 65.00' | 37°47'03" | N78°54'30"E | 42.09'
C#5 | 12.15' | 13.00' | 53°33'09" | N33°14'24"E | 11.71'
C#6 | 23.37' | 25.00' | 53°33'09" | S33°14'24"W | 22.53'
C#7 | 50.78' | 77.00' | 37°47'03" | S78°54'30"W | 49.86'
C#8 | 24.68' | 23.00' | 61°29'26" | S67°03'18"W | 23.52'
C#9 | 13.92' | 14.00' | 56°58'52" | S7°49'09"W | 13.36'
C#10 | 9.40' | 16.00' | 33°39'02" | S3°50'45"E | 9.26'
N89°23'14"E 12.09'
SEE SHEET 3
MATCHLINE
EASEMENT FOR PATHWAY
S82°11'59"E 117.81'
N06°27'50"E 62.62'
S06°27'50"W 64.11'
N36°18'35"E 31.09'
N82°11'59"W 117.81'
S36°18'35"W 31.09'
N20°40'17"W 35.33'
S20°40'17"E 35.33'
N86°54'46"E 290.16'
N12°58'46"E 55.19'
S12°58'46"W 63.38'
N86°54'48"E 125.19'
S02°47'44"E 202.00'
N04°07'53"W 61.22'
S04°07'53"E 59.54'
N86°27'27"E 172.84'
N86°27'27"E 541.14'
S03°05'14"E 20.07'
P.O.B. "A"
PT. "A"
S86°27'27"W 12.00'
W 1/4 CORNER SECTION 26 T1N, R8E
NICK LIDSTROM DRIVE
CONNECTOR
GRAPHIC SCALE
60 0 30 60
(IN FEET)
1 INCH = 60 FEET
EASEMENT FOR PATHWAY (0.299 ACRES)
EASEMENT FOR PATHWAY
SEIBER, KEAST ENGINEERING, L.L.C.
CONSULTING ENGINEERS
RIDGEVIEW VILLAS OF NOVI
SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN
SCALE 1" = 60'
DATE 11-05-2015
JOB NO. 13-038
DWG FILE: 13-038SKET-SW
DRAWN BY DFR
CHECK JK
SHEET 2 OF 4

ATTACHMENT C

2015 PATHWAY PUBLIC EASEMENT (PARTIAL)

1. N-10 does hereby dedicate to the City the Easement on the terms and conditions set forth herein. The Pathways will be repaired and replaced by the City, as determined by the City. Winter maintenance consisting of snow and ice removal shall be completed in accordance with applicable City ordinances, as the same may be amended from time to time, as determined by the City. The Easement shall be non-exclusive and shall permit the fee title owner of the Easement property to make use of the Easement property that is not inconsistent with use as a public pathway.

2. Subject to the City's approval, the Developer shall install, and the City shall allow and maintain, directional signage at each of the four (4) end points of the Pathways, which signage will be approximately 20 inches by 30 inches, designed, fabricated and installed in the usual quality consistent with other park signs installed in parks in the City, and containing the following dedication statement:

"Weiss Nature Trail: Dedicated by Dan and Michelle Weiss family in honor of these various lands donated by them and honoring father Albert Weiss, and all their love and promotion of natural habitats, and fostering further acts of charitable community benefit performed by all, sized however big or small."

Such signage may include typical nature habitat descriptive language or graphics showing Michigan vegetation, ducks, turtles, birds, and other information.

3. This instrument shall run with the land first described above and shall be binding upon and inure to the benefit of the City, and their respective heirs, representatives, successors and assigns.

4. This instrument shall be binding and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns.

5. This PEA shall be recorded in the Office of Records for Oakland County, Michigan before the conveyance of the Premises by N-10 to the Developer.

6. This PEA shall be interpreted and enforced in accordance with the laws of the State of Michigan.

7. In the event the City does not accept the Pathways, or if after acceptance, the City abandons the Pathways, then:

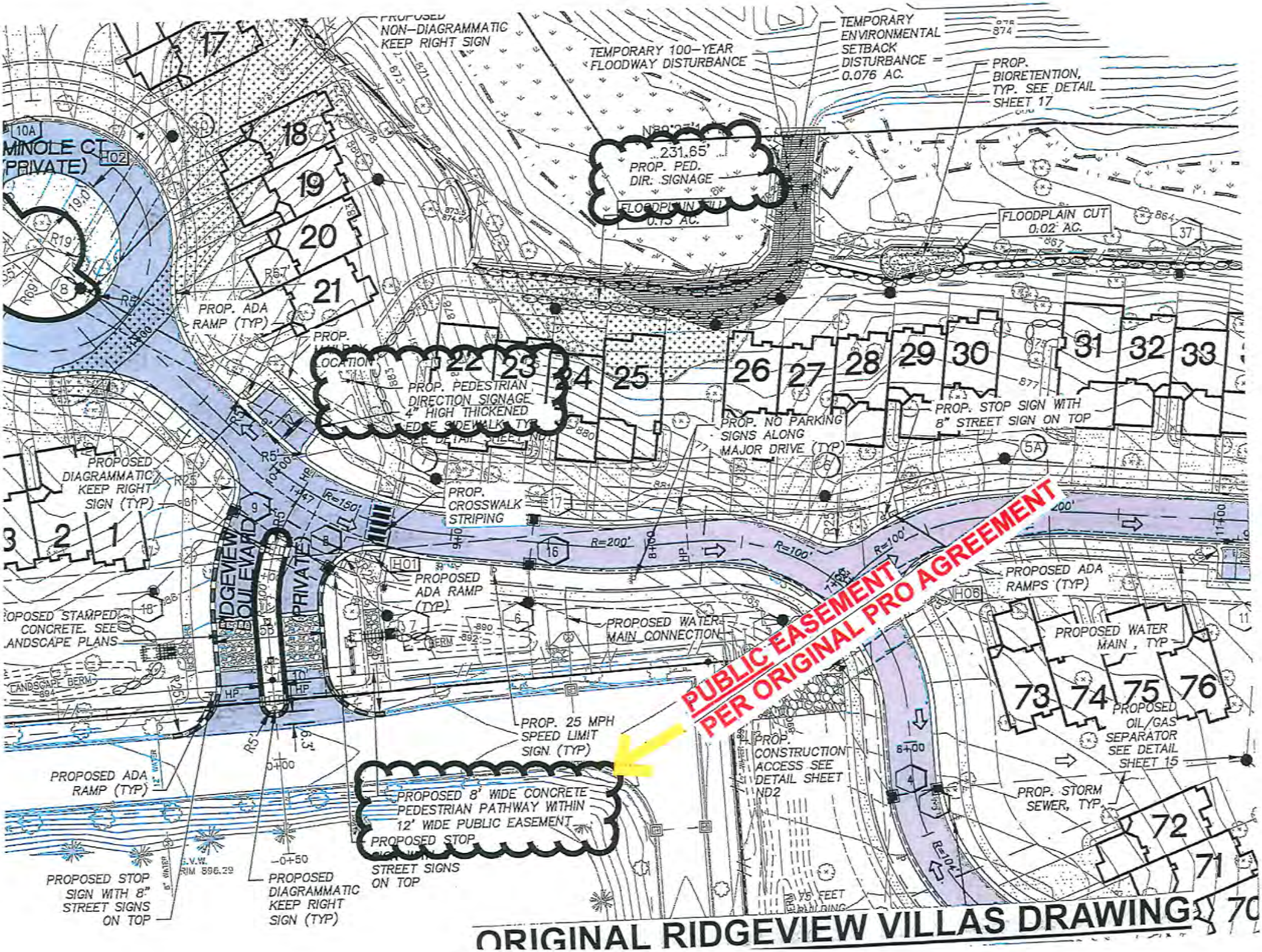
I. the Pathways will no longer be "public access" Pathways, but instead will be reserved solely for the use and benefit of (and this instrument will be deemed amended to be consistent with such reservation) both (1) the owners and occupants of the N-10 Land, (2) the Developer, the owner or the successor owner of the Premises, and (3) the homeowner or condominium association operating the Premises ("HOA"); and

II. said Developer, owner or successor owner of the Premises and said HOA (following thirty (30) days written notice of either the City's rejection of

[redacted]

ATTACHMENT D

2015 PATHWAY PUBLIC EASEMENT CONSTRUCTION DOCUMENT


PROPOSED NON-DIAGRAMMATIC KEEP RIGHT SIGN
TEMPORARY 100-YEAR FLOODWAY DISTURBANCE
TEMPORARY ENVIRONMENTAL SETBACK DISTURBANCE = 0.076 AC.
PROP. BIORETENTION, TYP. SEE DETAIL SHEET 17
231.65' PROP. PED. DIR. SIGNAGE
FLOODPLAIN FILL 0.13 AC.
FLOODPLAIN CUT 0.02 AC.
MINOLE CT (PRIVATE)
PROP. ADA RAMP (TYP)
PROP. PEDESTRIAN DIRECTION SIGNAGE 4" HIGH THICKENED EDGE SIDEWALK TYP.
PROP. NO PARKING SIGNS ALONG MAJOR DRIVE (TYP)
PROP. STOP SIGN WITH 8" STREET SIGN ON TOP
PROPOSED DIAGRAMMATIC KEEP RIGHT SIGN (TYP)
PROP. CROSSWALK STRIPING
RIDGEVIEW BOULEVARD (PRIVATE)
PROPOSED ADA RAMP (TYP)
PROPOSED WATER MAIN CONNECTION
PROPOSED ADA RAMPS (TYP)
PROPOSED STAMPED CONCRETE. SEE LANDSCAPE PLANS
LANDSCAPE BERM
PROPOSED WATER MAIN , TYP
PROP. 25 MPH SPEED LIMIT SIGN. (TYP)
PUBLIC EASEMENT PER ORIGINAL PRO AGREEMENT
PROP. CONSTRUCTION ACCESS SEE DETAIL SHEET ND2
PROPOSED OIL/GAS SEPARATOR SEE DETAIL SHEET 15
PROP. STORM SEWER, TYP.
PROPOSED ADA RAMP (TYP)
PROPOSED 8' WIDE CONCRETE PEDESTRIAN PATHWAY WITHIN 12' WIDE PUBLIC EASEMENT
PROPOSED STOP SIGN WITH 8" STREET SIGNS ON TOP
PROPOSED DIAGRAMMATIC KEEP RIGHT SIGN (TYP)
75 FEET BUILDING SETBACK
ORIGINAL RIDGEVIEW VILLAS DRAWING

ATTACHMENT E

EXISTING PUBLIC NATURE PATH PHOTOS

PUBLIC NATURE PATH
PROVIDING POND, CREEK
AND WILDLIFE VIEWING
PER EXISTING PRO CONTRACT
W 10 Mile Rd
Walgreens
Novi Rd
SEE ENLARGEMENT
Nick Lidstrom Dr
Seminole Trail
Cardinal Wy
Nick Lidstrom Dr
Novi Rd
Google Earth
N
PUBLIC NATURE PATH

PUBLIC NATURE PATH
PROVIDING POND, CREEK
AND WILDLIFE VIEWING
PER EXISTING PRO CONTRACT
PHOTO 1
PHOTO 2
PHOTO 3
PHOTO 4
PHOTO 5
N
Google Earth
ENLARGE NATURE PATH WITH PHOTO REFERENCES

PUBLIC NATURE PATH
PROVIDING POND, CREEK
AND WILDLIFE VIEWING
PER EXISTING PRO CONTRACT

ENLARGE NATURE PATH WITH PHOTO REFERENCES

PUBLIC NATURE PATH PHOTOS

PHOTO 1

PHOTO 2

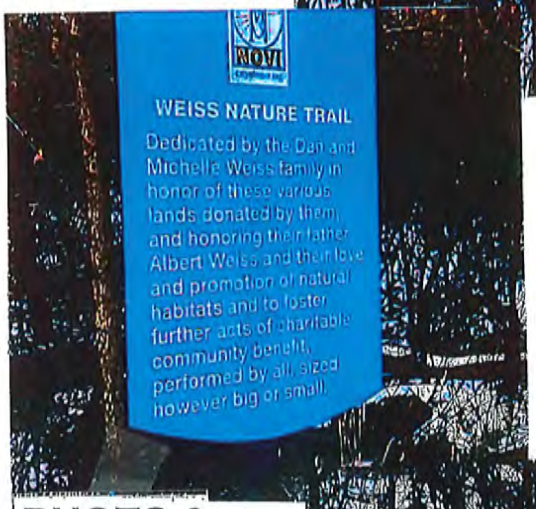


PHOTO 3

PHOTO 4

PHOTO 5

B.

Road Commission for Oakland County Correspondence - 10 Mile Road
(See included RCOC preliminary review and the traffic consultant's response letter)

As requested by the City Council at the December 16, 2024 meeting, communications between the Novi-10 development team and the Road Commission for Oakland County are attached. The June 17, 2024 PRO drawing package and Updated Traffic Impact Study was received by the RCOC on July 22, 2024, as indicated by their received stamp on the enclosed drawing title page. The preliminary RCOC review was made via comments on the drawings and traffic study, which are also enclosed. These preliminary comments were forwarded to Novi-10 traffic consultant, Midwestern Consulting review, and on December 19, 2024 the traffic consultant sent the response letter to the developer, also enclosed. SKL Engineers, who has been coordinating with the RCOC, has indicated that a final review will not be made by RCOC until construction drawings are received.
The RCOC review did not question the suitability of the proposed widening of 10 Mile Road for the anticipated traffic indicated in the submitted traffic study. The items they comment on are all capable of being resolved as the project moves forward towards site plan approval and construction documents.

See Traffic Consultant's Analysis that follows

MIDWESTERN CONSULTING

3815 Plaza Drive
Ann Arbor, Michigan 48108
734.995.0200

Land Development • Land Surveying • Municipal • Wireless Communications • Institutional • Transportation • Landfill Services

January 3, 2025

Novi Ten Associates
400 Renaissance Center – Suite 2170
Detroit, MI 49243

RE: RCOC Review Comments on
March 11 2024 Traffic Impact Study
Novi Ten Project

The Road Commission for Oakland County has provided a few comments on our March 11th 2024 Traffic Study for the Novi Ten project located southeast of Novi Road and Ten Mile Road. Our responses are as follows:

Comment (Page 5)

- Five approaches is excessive from an access management standpoint.

Response

- The Pickleball/Tennis area has been eliminated and replaced with a park on land to be donated to the City of Novi.
- Siegal Tuomaala Associates has been planning consultants on projects in numerous cities over the decades and is very familiar with common well accepted urban planning including this topic: The reduced amount of curb cuts remaining now shown is reasonable and by common practice deemed very acceptable and we respectfully ask that you accept this layout as shown.

Comment (Page 20)

- How is delay being reduced by adding more traffic. Is this Forecast LOS based upon a mitigated signal timing? If so this should be stated.

Response

- In my experience, Synchro can occasionally come up with counter intuitive results. The forecast model uses the same timing as the background model. In neither instance is the average calculated delay significantly changed.

Comment (Page 30)

- This is an illegal maneuver, as such should not be considered in this traffic study.

Response

- Any future updates to the traffic study can remove this comment, it is also no longer relevant as this pickleball portion of the site is no longer part of the Novi Ten project.

Comment (Page 30)

- And residential driveway.

Response

- This comment is in regards to extending the continuous center left turn lane along 10 Mile Road to include the residential driveway. However, if the center turn lane is extended to include the residential driveway it creates a head-on left turn safety issue with an existing driveway across 10 Mile Road. Our recommendation is to leave that configuration as currently designed.

If there are any questions regarding this response letter, please let me know.

Sincerely,

Michael R. Cool

Michael R. Cool, P.E.
Midwestern Consulting

Updated Traffic Impact Study
Novi / Ten PRO Project

Novi, Michigan

(Version 03, March 11, 2024)

Prepared For:

Novi Ten Associates
400 Renaissance Center – Suite 2170
Detroit, Michigan 49243

Prepared By:

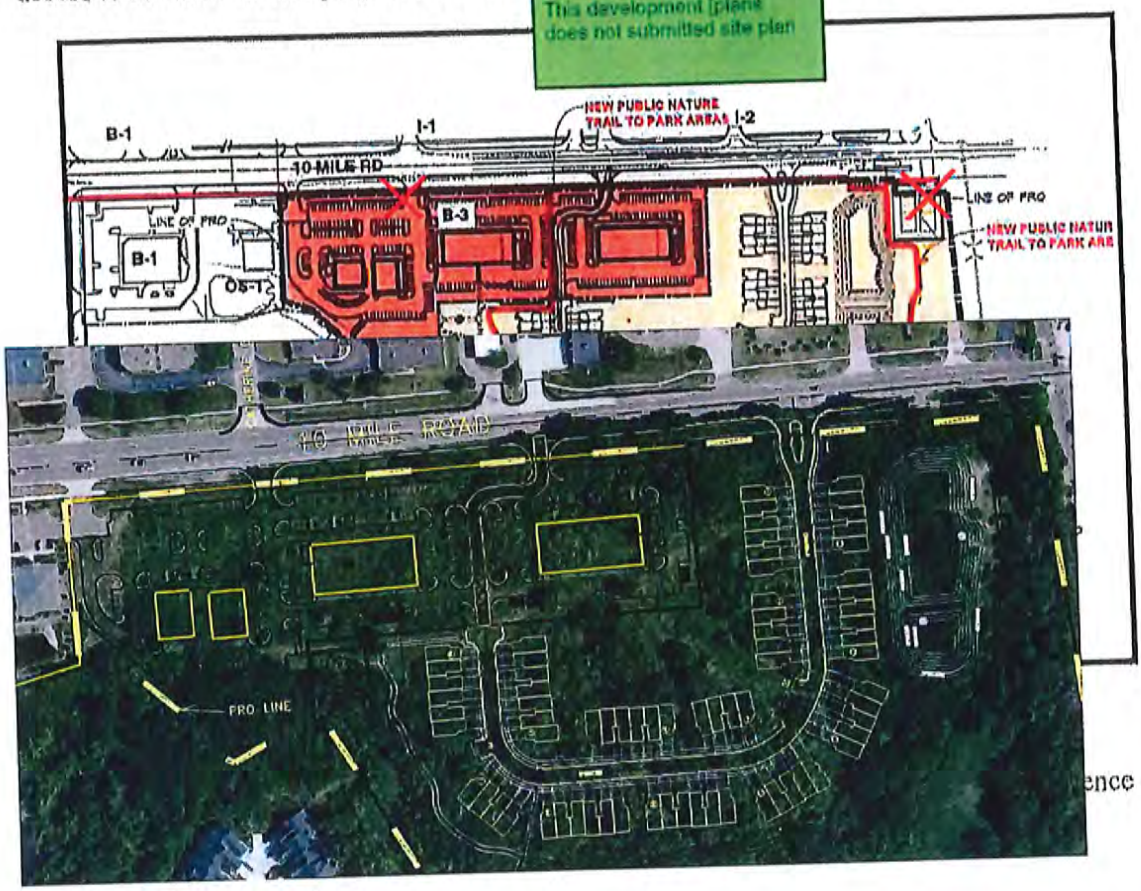
Midwestern Consulting
3815 Plaza Drive
Ann Arbor, Michigan 48108

MIDWESTERN CONSULTING

3.3 Proposed Zoning and Site Plan

The proposed development is a PRO project with 71 townhouse residential units and a total of 35,900 SF of commercial space. A portion of the commercial space, 9,200 SF, is assumed to be high-turnover restaurant. A small parking lot in the northeast corner of the site will provide access to the users of two proposed tennis courts (or four pickleball courts).

This development [plans does not submitted site plan



ence

- Major Intersections
  - 10 Mile Road & Novi Road
  - 10 Mile Road & Meadowbrook Road
- Site Driveways (5 shown in concept plan)
  - 10 Mile Road & Shared 1st Commercial Driveway
  - ~~10 Mile Road & Catherine Industrial Drive / 2nd Commercial Driveway~~
  - 10 Mile Road & 3rd Commercial Driveway / Double Driveways
  - 10 Mile Road & 4th Proposed Residential Driveway
  - ~~10 Mile Road & Pickleball / Tennis Driveway~~
- Other Relevant Driveways
  - 10 Mile Road & Tremar's Driveway
  - 10 Mile Road & Wrenchers' Driveway (now BCDC)

5 approaches is excessive from an access management standpoint.

8.2 Capacity Analysis: Intersection 1001 - 10 Mile Road & Novi Road

Table 8.2.1 shows the capacity analysis results for the 10 Mile Road and Novi Road intersection for the morning and afternoon peak hours of the day. Background growth and the proposed development traffic is not anticipated to significantly impact the average LOS of the intersection, which is currently a D and will remain a D.

Table 8.2.1 – Capacity Analysis – 10 Mile Road & Novi Road

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB Novi Road			SB Novi Road			Int.
AM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	200	426	148	85	350	83	155	447	113	78	361	157	2603
Background Vol.	202	430	149	86	354	84	157	451	114	79	365	159	2630
Generated Vol.	0	25	0	18	20	28	0	0	23	24	0	0	138
Forecast Vol.	202	455	149	104	374	112	157	451	137	103	365	159	2768
isting, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Delay	48.9	46.2	46.7	36.7	53.9	54.6	19.3	24.3	24.4	18.9	25.3	25.5	36.5
Delay	49.6	46.2	46.7	36.5	54.0	54.7	19.5	24.6	24.7	19.1	25.6	25.8	36.7
Delay	49.0	45.7	46.1	35.0	55.4	56.2	21.0	27.8	27.9	20.7	27.4	27.6	38.1
Traffic Impact = Change in Average Delay from Background to Forecast													
pact	-0.6	-0.5	-0.6	-1.5	1.4	1.5	1.5	3.2	3.2	1.6	1.8	1.8	1.4
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
LOS	D	D	D	D	D	D	B	C	C	B	C	C	D
d LOS	D	D	D	D	D	D	B	C	C	B	C	C	D
Forecast LOS	D	D	D	C	E	E	C	C	C	C	C	C	D

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB Novi Road			SB Novi Road			Int.
PM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	223	430	225	172	504	176	201	616	88	120	624	304	3683
Background Vol.	225	434	227	174	509	178	203	622	89	121	630	307	3719
Generated Vol.	0	28	0	27	27	35	0	0	28	43	0	0	188
Forecast Vol.	225	462	227	201	536	213	203	622	117	164	630	307	3907
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	87.0	45.1	45.7	43.5	49.0	49.6	32.5	29.3	29.3	22.4	38.0	38.3	42.4
Background Delay	90.6	45.0	45.6	43.9	49.1	49.6	34.1	29.7	29.7	22.6	38.7	39.1	43.0
Forecast Delay	90.9	42.8	43.2	53.2	49.5	50.0	39.4	34.6	34.7	25.0	42.6	43.1	45.2
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.3	-2.2	-2.4	9.3	0.4	0.4	5.3	4.9	5.0	2.4	3.9	4.0	2.2
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	F	D	D	D	D	D	C	C	C	C	D	D	D
Background LOS	F	D	D	D	D	D	C	C	C	C	D	D	D
Forecast LOS	F	D	D	D	D	D	D	C	C	C	D	D	D

How is the delay being reduced by adding more traffic. Is this Forecast LOS based upon a mitiguated signal timing? If so this shoudl be stated.

Our 2022 counts at the Tremar and Wrencher's Driveways (now BCDC) near the eastern end of the site indicated that there were about 13,000 vehicles in a 13-hour window from 6:00 AM to 7:00 PM. Based on a 2018 count at 10 Mile Road and Novi Road, the ratio of the same 13 hours versus the full 24-hours creates a factor of about 1.225. Therefore, it is reasonable to assume that the current 24-hour volume at this eastern end of the site is about 16,000 (15,925 rounded up). Conservatively assuming, with no reductions for pass-by traffic, that 35% of the proposed 2970 weekday trips will travel to and from the east on 10 Mile Road, then the forecast traffic volumes would be around 1,040 trips higher or around 17,040 vehicles per day near the eastern end of the site. Therefore, about 15 left-turns into a driveway would justify a center left turn lane.

The projected number of left-turns into each of the site driveways during the busier PM peak hour is 16, 19, 19, 12, and 2 from west to east. Therefore all three commercial driveways warrant a center left-turn lane. The RCOC has indicated that a left-turn passing lane should be provided at the residential driveway in lieu of realignment and a center left-turn lane, as shown on the site plan.

No deceleration/acceleration taper is shown on the PUD at the Tennis driveway. There is an existing guard rail just east of that proposed driveway, and the stop bar for the two-lane wide railroad crossing is located about 200' to the east. Given the geometry on the north side of the street, left-turn passing maneuvers will be likely be done within the right-turn deceleration lane section for the BCDC driveway.

This is an illegal maneuver. As such should not be considered in this study.

Conceptual Recommendations

When the conceptual neighborhood retail portion of the site is developed, the following improvements may be needed:

- Widen eastbound 10 Mile Road to two through lanes, ending with a right-t the site's easternmost residential driveway.
- Widen westbound 10 Mile Road to two through lanes west from the 3rd site driveway to help provide additional capacity for outbound site traffic.
- Provide a continuous center lane turn lane to serve the 1st, 2nd and 3rd commercial driveways. and residential driveway

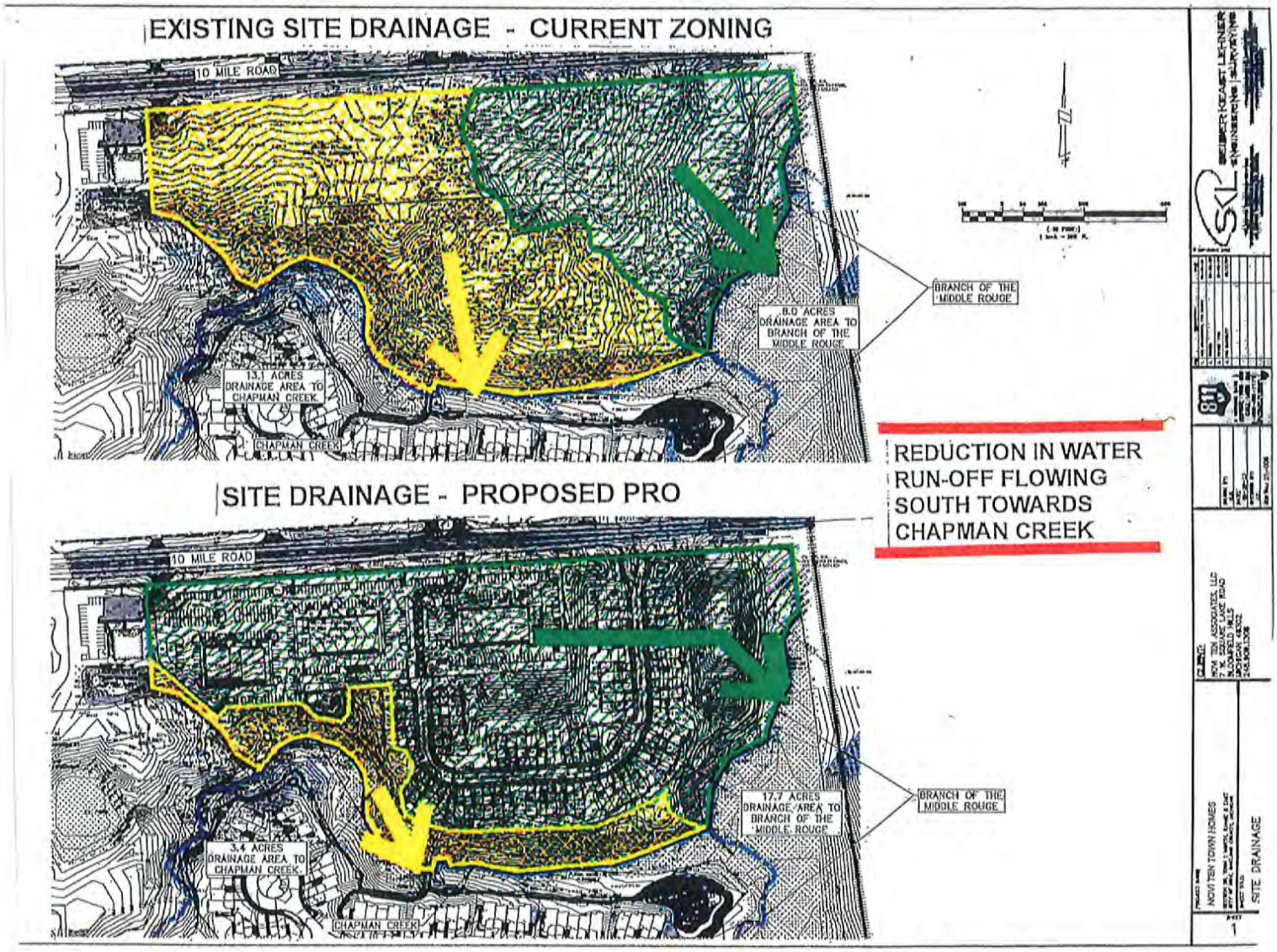
The following table briefly summarizes the average delays for outbound left turning and right-turning traffic, and the corresponding queues for outbound traffic at each of the site driveways if all of the recommendations are implemented.

Table 9.1 Forecast conditions at the site driveways if mitigated.

	Mitigated Forecast AM				Mitigated Forecast PM			
Intersection	Vol L/R	Delay L/R	LOS	Q95%	Vol L/R	Delay L/R	LOS	Q95%
1002 - 1st Driveway	15/10	12.6	B	0.3	28/19	14.4	B	0.6
1003 - 2nd Driveway	15/8	17.9	C	0.3	28/14	24.0	C	0.7
1004 - 3rd Driveway	15/8	16	C	0.2	29/13	19.9	C	0.6
1007 - Residential Drive	21/13	11.8/11.2	B/B	0.1/0.1	13/6	30.4/14.9	D/B	0.3/0.1
1010-Tennis Driveway	2/2	23.5	C	0.1	2/2	29.9	D	0.1

C.

Stormwater Site Drainage (See included site drainage drawing below)
The existing Novi-10 PRO parcel has 8 acres draining east towards the Rouge River branch paralleling the railroad tracks in the east wetland area, and 13.1 acres of land naturally draining to the south towards Chapman Creek. With the proposed Novi-10 PRO the storm drainage to the south towards Chapman Creek and Ridgeview Villas is reduced to 3.4 acres, a 75% reduction. The storm drainage to the east, away from Ridgeview Villas, increased from 8 acres to 17.7 acres, a 221% increase.



D.

Reducing the Number of New Townhouse Units

As requested by City Council at the December 16, 2024 meeting, Toll Brothers has reviewed the possibility of reducing the number of townhouse units to less than the 71 units shown. A letter addressing this follows.

Toll Brothers
AMERICA'S LUXURY HOME BUILDER

To: Mayor Fischer & City Council

From: Jason Iacoangeli, AICP

Date: 01.28.2025

RE: JZ23-09 NOVI-TEN PRO Density

This memo is an attempt to address the City Council comment on proposing a reduction in the amount of low-rise multiple family residential units in the Novi-10 project. The current proposed density of the project is **4.5 dwelling units per** acre this is based on (71 units / 15.74 acres). **The RM-1 Zoning is district allows for a maximum density of 5.4 dwelling units per acre based on the development of three (3) bedroom units.** The Ordinance would require that the lot size be a minimum of thirteen (13) acres. This site is 27.07 acres and is only proposing a density of 4.5 (du/ac). This was done to cluster the units on the available upland closest to 10 Mile to avoid the impacts to the natural features on the site.

This residential project sets aside 11.33 acres of property to open space preservation and proposes a conservation easement over the wetland area that is a part of the Middle Rouge River Watershed. A portion of the open space is usable including park areas and a playground, this is about 2.47 acres in total. The total usable open space exceeds the ordinance requirement by 6.5 times.

In reviewing the approval for the Ridgeview PRO which is a Toll Brothers project immediately to the south of Novi-10 with a similar housing product it was approved based on it being compatible from a land use perspective with the surrounding area. The neighborhood that has developed south of 10 Mile and east of Novi Road has a mix of housing types like River Oaks West and Woodbridge Park. It also has recreational uses such as the Novi Sports Club and Ice Arena. The density for the Ridgeview PRO was 4.6 units per acre which was based on 93 units on a 20-acre parcel again which is below the allowable maximum for RM-1 which is 5.4 units per acre. The residential development proposed at Novi-10 mirrors the density that was approved for Ridgeview.

At this time Toll Brothers would respectfully propose no further reduction in the number of units for Novi-10 as the project has already been designed to accommodate the property and its natural features as described above. Every effort has been made to ensure that this development meets the current ordinance standards for the proposed PRO RM-1 Zoning. The site design for the development clusters the units to preserve open space and preserve a significant greenway linkage that extends off property to Orchard Hills West Park that is to the east of the project site.

Kind Regards,

Jason Iacoangeli

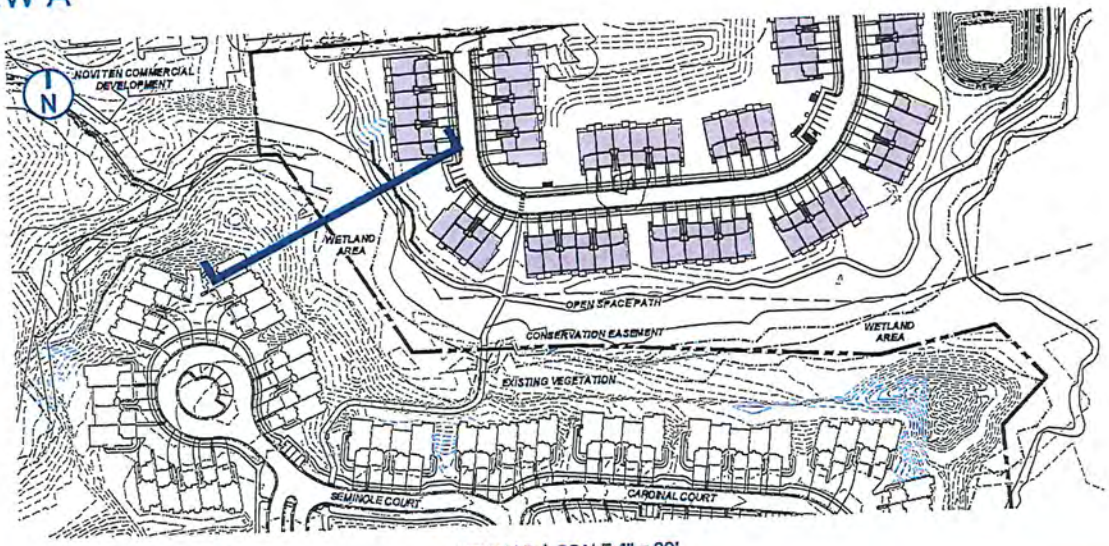
Jason Iacoangeli, AICP

TollBrothers.com | New York Stock Exchange | Symbol TOL
Michigan Division | 26200 Town Center Dr, Suite 200, Novi, MI 48375 | (248) 305-4000

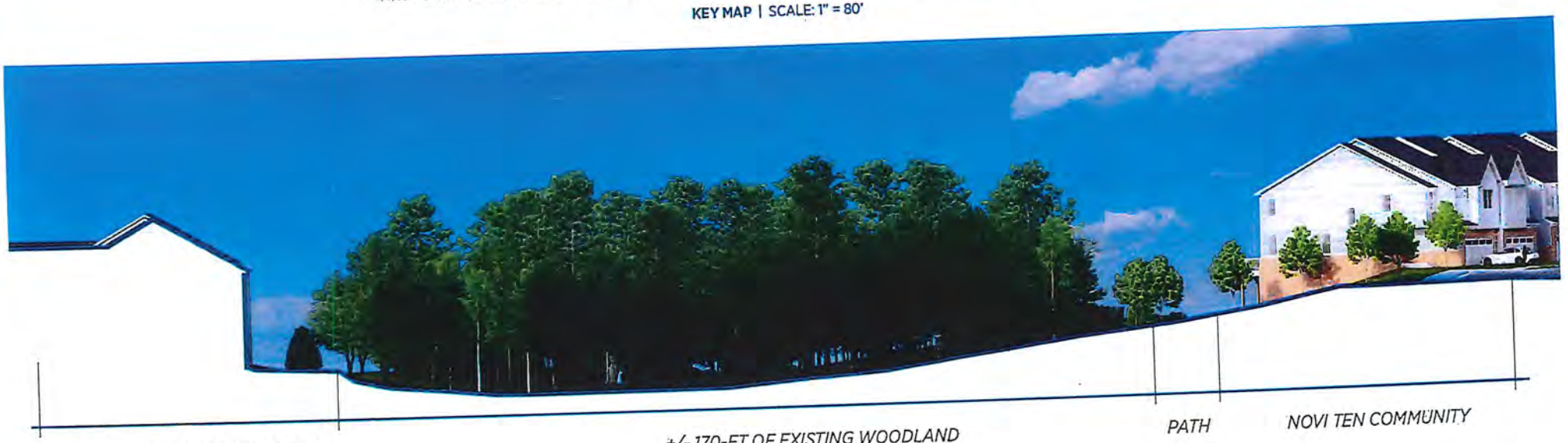
E.

Rendered Views & Landscape at Trail (See included rendered views that follow)
The included drawings show an existing 150–170 feet of woodland that separates Ridgeview from the proposed units. Along the proposed trail that is located south of the new units and runs east-west there is also a line of evergreens to increase the opacity of the separation. Per the landscape architect, additional trees in this area are not possible without removing some existing trees.

RENDERED SECTION | VIEW A



KEY MAP | SCALE: 1" = 80'

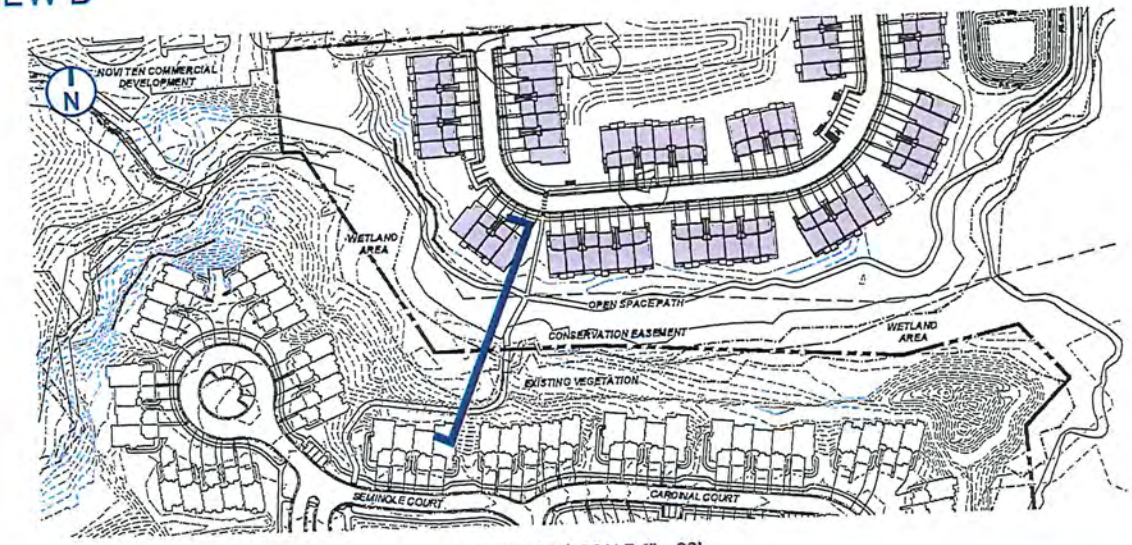


NOVI TEN COMMUNITY
NOVI, MICHIGAN

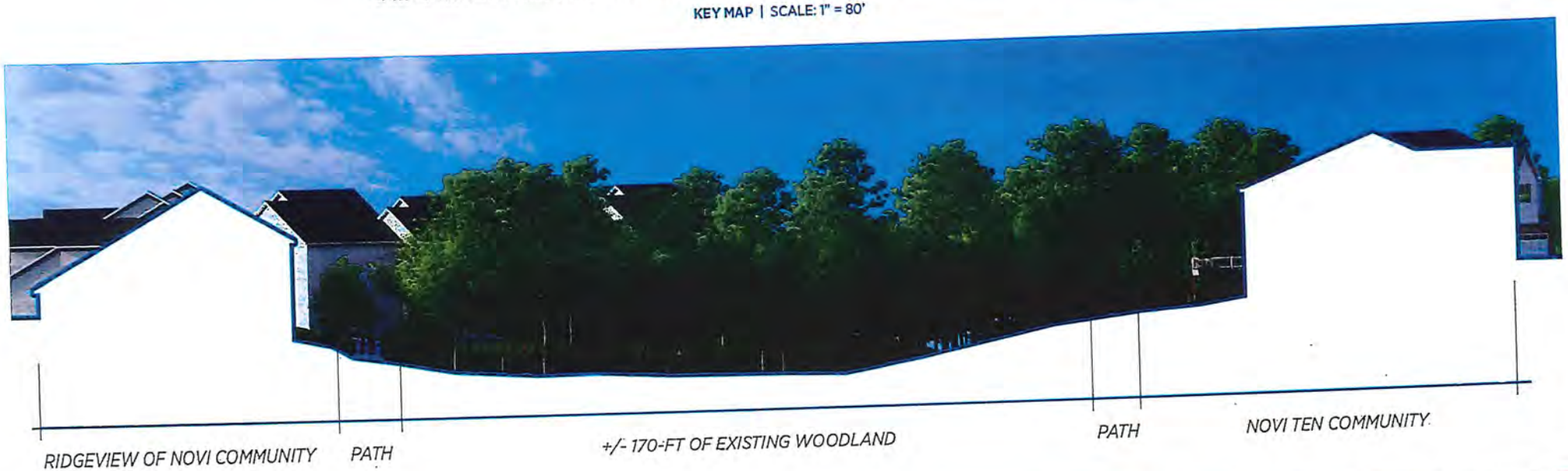
Toll Brothers
"AMERICA'S LUXURY HOME BUILDER"
ESE CONSULTANTS

ARTIST'S ANIMATION/RENDERING DEPICTS GENERAL CONCEPT AND DESIGN FOR COMMUNITY LAYOUT. FEATURES AND FINISHES SUBJECT TO REVISION. BUILDING RENDERINGS ARE FOR ILLUSTRATIVE PURPOSES ONLY AND SHOULD NOT BE RELIED UPON FOR ACTUAL DESIGN OR LAYOUT.

RENDERED SECTION | VIEW B



KEY MAP | SCALE: 1" = 80'



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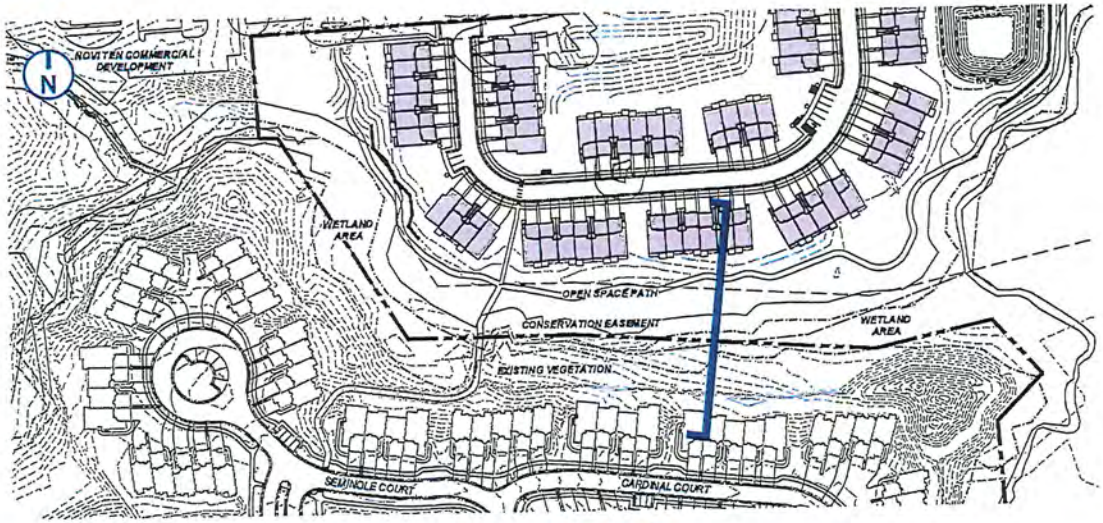
RENDERED SECTION | VIEW C



KEY MAP | SCALE: 1" = 80'

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BENEFITS, DEVIATIONS, AND SUBSTANTIAL CONSIDERATIONS

Per PRO Application process, additional info: Many of these items summarized here for this list, are described in greater detail above.

In the Novi 10 PRO plan, both Novi Ten Associates and Toll Brothers will provide the following:

A. **Benefits**
B. **Deviations**.
C. **Supplemental Substantial Positive Considerations**.

A. BENEFITS:

1. The complete east portion adjacent to the railroad tracks and the south 50 foot wide strip along the wetland of the proposed PRO (15.87 acres of the 27.07 RM-1 rezoning) are being retained as natural area with a conservation easement to preserve and protect its existing marshland and wildlife. This natural area, with wetlands, wraps around the PRO and includes on the west end a proposed new 0.4 acre park/playground located between the proposed residential and retail sites. The proposed trail system, with its overlooks near the Novi Athletic Club becomes a usable and accessible community resource.

2. To help achieve walkability and connectivity of the entire area, a trail system is being added which consists of new crushed limestone paths, overlooks, and existing sidewalks. This walkway system is planned to provide connectivity between surrounding existing residential areas and new proposed PRO residential area with all the marshland nature areas, the proposed pocket parks, the Novi Athletic Club, Ice Arena, and Dog Park (with the city facilities located on the 18 acres, $3.2 million dollars' worth of Novi 10 land previously donated to the city, as initiated by the city of Novi's request), and with the new proposed local retail and restaurants along Ten Mile Road, including the existing Walgreen's and dental office .The new walkways and bike paths wind through the natural area, overlook 15.87 acre wildlife area and connect this PRO development to the recreation areas For the Novi Arena Facility and the Novi Dog Park)

As indicated in the analysis in the previous section, all the options for the trail and sidewalk system provide connectivity. However, the originally planned connection between the new proposed townhouses and the existing Ridgeview Villas provides the most connectivity, since it does not bypass Ridgeview Villas as the condo owners have requested at Planning Commission and City Council meetings.

3. Two (2) pocket parks added: One added at the trail head on 10 Mile Road at the north end of the new conservation easement area. The second is on the west end of the trail townhouses to include playground equipment.

4. A planted plaza over 20 feet deep, with benches and other amenities is proposed to be continuous along the storefronts of the new local retail area including a variety of planter sizes and types with a variety of trees and flowers.

5. Proposed use restrictions not permitting certain automotive and other business uses in the proposed B-2 commercial zoning (Sec. 3.1.11.B & C) are to be part of the PRO. Not permitted uses are:
   A. Vehicle oriented uses- Gas Station, Automotive Repair, Car Sales and Car Wash
   B. Other excluded uses- Hotels, Motels, Check Cashing, Pawn shop (Marijuana sales already not permitted in the city of Novi) will also be excluded by the PRO documents in case the city's law is changed to allow it in the future.)

6. EV Charging Stations will be located at each of the commercial buildings. 240 outlets for EV chargers will be provided in each townhouse garage.

7. Open Space: (Sec. 3.1.7.D) The amount of open space provided for the RM-1 townhouses exceeds the ordinance requirements.

8. Commercial Building Setbacks: (Sec. 3.1.11.D)
   Front- 40 ft. min. required.....101 ft. provided
   Rear- 30 ft. min. required..... 74 ft. provided
   Side- 15 ft. min. required.....88 ft. provided

9. Residential Building Height (Sec. 3.1.7.D)
   35 ft. permitted.....29 ft. max. proposed

10. Commercial Building Height (Sec. 3.1.11.D)
    30 ft. permitted.....23 ft. max. proposed

11. Residential Lot Coverage (Sec. 3.1.7.D)
    25% max. permitted
    14% provided

B. DEVIATIONS: *(Deviation 2 added)*

1. Zoning Ordinance section 3.8.2.D – deviation for proposed residential buildings not to be configured 45 degrees at the property lines normally for aesthetic reasons. Most of the buildings are not on any main road and they front to a substantial irregular shaped 20 acre wetland nature area of a minimum 200 feet wide separation across from Toll's existing multi-family Ridgeview project. Also, please note, this is one of the most common easily granted variance requests: where layouts are dictated by natural land features such as two rivers and large canyon, not created by the applicant.

2. Zoning Ordinance section 3.8.2.H – deviation proposed for residential buildings of less than 3 feet for the 30 foot requirement between buildings.

3. Zoning Ordinance sections 3.1.7.D and 3.6.2.B – deviation for the two residential buildings at the northwest corner of the RM-1 are set back 25 feet from the proposed B-2 district in lieu of the required 75 feet. This has been granted elsewhere in the city and still includes screening between the residential and commercial. That screening is located on the residential edge of the zoning line that separates the residential from the commercial and functions with the same screening effect. (Only a small portion, at northwest corner being wall plus landscape, instead of berm). Is on Residential side and none will be on the commercial side of the line. Deviates from Zoning Ordinance section 5.5.3.A.ii but provides same screening! Is still located between the residential and commercial.

4. Zoning Ordinance Section 5.10 – request deviation allowing perpendicular parking on a 'major' drive in the residential.

5.. Zoning Ordinance section 5.5.3.A.ii – requires a 10-15 foot high berm with a 6 foot crest next to I-1 district. A PRO deviation is requested to wave this requirement to preserve open viewing to the beautiful natural features instead of the usual berm screening that blocks the views from Industrial.

6. Zoning Ordinance Section 5.5.3.B.ii requires trees along 10 Mile Rd. A PRO deviation is requested due to a conflict with the existing water main location, but the total tree count remains in compliance with the ordinance.

7.. Zoning Ordinance Section 3.8.2.H, the distance formula for side-to-side building separation requires 37.56 feet maximum (at the residential buildings) based on the equations provided. 30 feet is provided, being a deviation of 7.56 feet to enable this

project to be more viable and provide all such benefits to a modest amount of more residents. This is still far less than density such as R6.

8. Zoning Ordinance Section 5.7.3, Exterior Lighting shall not exceed 4:1 ratio. That is typical commercial practice. For the residential, we request a small deviation to conform with common municipal lighting standards for residential areas.

9. Section 9 Waiver (Sec.5.15) Requested deviation from minimum required brick and asphalt shingles.

10. Major Drive Radius (Sec. 5.10) Requested deviation from the 100' foot minimum

11. Foundation Landscape (Sec. 5.5.3.D) Request deviation to allow planters as the landscape on walkway in front of the retail to be part of foundation landscaping.

12. Deviation for no street trees at commercial. Utility conflicts with trees along 10 Mile Road. (LDM2.e.(4))

13. Deviation for a 3 ft. high wall at the commercial instead of a berm (Sec. 5.5.A)

14. Deviation requested for foundation landscape front percentage at commercial buildings A and C. (Sec. 5.5.3.D.d) - Building B foundation landscape to be increased to comply in next drawing submission. Building D foundation landscape complies.

C. SUPPLEMENTAL SUBSTANTIAL CONSIDERATIONS:

To provide a more comprehensive picture to the City of Novi administration, staff and expert consultants please note the following:

Regarding Master Plan Goals:

1. SP Designation: Historically, the designations in the Master Plan ((in this case; industrial and office) are not the only uses that are in the best interest of the city. In many instances other zoning or uses have been permitted because they benefit the city. This site and the entire parent parcels, from 10 Mile Road to Arena Drive/Lindstrom Drive comprise well over 100 acres and have substantial geographical features, these include a large deep canyon and low marshland nature area varying from 100 to 400 feet wide in sections and over 1000 feet long and includes a large wetland of over 25 acres. The wetland has a "T" shaped intersection of three substantial river flows that naturally zig zag a bit and crisscross through this property. For these reasons, this property was designated for years by the City as "SP" (Special Planning District), which

needed extra attention to accommodate such geographic realities not created by the applicant landowner.

2. Historical Improvements to Master Plan and Zoning: This SP Master Plan overall Property including the adjacent parent parcel, contains uses approved by the city that were not designated in the master plan, but approved because they were determined by the city to be in the best interest of the community, overall. These prior approved uses include:

    a. The land use for the dog park was approved.
    b. The land designated as the Arena building (multi-use facility) was approved.
    c. The Sports Club of Novi was approved.
    d. The residential Ridgeway Villa was approved.
    e. These new uses here presented simply implementing more of the same SP approach, being very compatible and consistent with those same residential and commercial type adjacent uses, approved, in this good pattern of SP special review and the many other clearly stated goals of the city (Walkable amenities etc.).

Conclusion: As with the previous PRO, these same uses and elements are present, including bordering large canyons and wetlands that affected those other portions of this overall area. And as with the previous parcels, this proposed Novi 10 PRO also is constant with and further implements the ideals and goals of the Master Plan (e.g., walkability, etc.) even though the uses are not specifically named in the Master Plan or on the zoning map.

The same adjacent beneficial uses are currently in place in the immediate surroundings. For example, on directly adjacent lands there is commercial on adjacent street corners and residential to the south. Accordingly, we ask that this same pattern of good planning be approved for continuance here, of what exists on the adjacent lands which fulfill the written goals of the Master Plan: walkable community, with good recreation and other stated benefits etc.
This Novi-10 PRO, all ALONE, is a great community benefit per traditional urban planning concepts with extra community benefit added by the project's listed benefits. Please consider also that I have been a member of this community for decades and the City of Novi formally came to me many years ago, solely on its own initiative, and asked that I help the city by donating land that it needed for the Novi Arena facility and the Novi Dog Park area but were far short on funds. (we were proposing no development or any action at all) I did accommodate their request, never asking nor receiving anything then or EVER in exchange for that large donation of 18 acres, (appraised at $ 3.2 million dollars and audited by the IRS as a pure charitable

donation.) The only deed restriction is that such lands be used for children's recreation and other direct resident recreational beneficial uses

This land donation was completely initiated and asked for by the City of Novi, for its own goals, etc., and not any Novi 10 Associates goals. The city recognized this charitable good deed with the attached official NOVI LETTER OF COMMENDATION.

Further Perspective: While this previous donation does not count as one of the NEW extra benefits required for the PRO evaluation, it is in fact part of our same parent land parcel, from the same owner, same family applicant and Novi is empowered to consider ALL relevant facts in their totality. And so accordingly, I hereby respectfully request that this prior 18 acre ($3.2 million dollar land donation) be recognized for its benefit to the City of Novi. While certainly not determinative, it should not be totally discounted either. Please further note, the reason this is mentioned lastly in the analysis is, as detailed above, even if this was no factor, this proposed project is, on its own, beneficial to the community and in conformance with sound urban planning and the city's stated goals, without any extra such benefits given to the city. And this application is not as some mere typical real estate developer but is from a demonstrated solid member of this community for over 40 years, having lived and worked here for over three generations, and caring about the welfare of our community. And we humbly ask for this project to please be approved expeditiously, as submitted here.

SUMMARIZING: There are numerous examples where the City's actions have recognized that current zoning and/or Master Plan designations can evolve and be updated and improved, including right at this location., to benefit the community and its residents. This site, with its 15.87 acres of meandering wetland marsh wildlife areas to be put in a conservation easement, does deserve such special consideration such as designated SP (Special Planning) in the past. Here the surrounding parcels previously developed – the arena facility, the sports club, the dog park, the Ridgeway Villas multifamily, were all uses recognized as beneficial and approved, though none were designated in the zoning or Master Plan at the time. This development also protects the nature features of the larger property and provides new and improved connectivity, for recreation and retail access as recognized and desired by the community in the Master Plan stated goals. This proposed Novi 10 PRO plan is likewise a natural extension of the previous concepts and benefits the community for residential development and local commercial uses. Easier access is provided here for all aged people to walk to nearby stores rather than walk or drive greater distances.

We believe the proposed Novi 10 PRO, with its proposed RM-1 residential and B-2 retail development, should all be considered beneficial to the city, we have for decades always been good citizens and caring and contributing to this community. Please keep

all these benefits in mind during your review process and don't hesitate to contact us if you have any questions or comments. Thank you for your consideration.

Dan Weiss, Novi 10 Associates

city of novi
45175 west ten mile road / novi, michigan 48375-3024 / (248) 347-0460 general information
www.ci.novi.mi.us

CITY COUNCIL
Mayor
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Mayor Pro Tem
Laura J. Lorenzo
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Craig M. DeRoche
Edward G. Kramer
City Manager
Edward F. Kriewall
City Clerk

January 28, 2000

Mr. Dan Weiss
Novi Ten Associates
400 Renaissance Center, Suite 2170
Detroit, Michigan 48243

Re: Letter of Commendation

Dear Mr. Weiss:

The City of Novi has been very fortunate to receive several gifts over the past thirty years that have made a difference in terms of providing community services that may otherwise not be available. In the instance of the Novi Ice Arena, the City of Novi was very fortunate to be able to work with Mr. Dan Weiss and others to assemble a recreational property that will benefit the residents for many generations.

The City of Novi extends it's sincere "Thanks" to the families of Dan Weiss, Al Weiss, Roland Redner, Ray Maedel and John Cassella for their generous gift. Their donation of 18 acres of land given here, to the whole community, and "especially for the kids", has made the Novi Ice Arena and Recreation Facilities a reality. They have donated this land in the spirit of giving, with this message to all:

> "May we each do whatever we can, something, however big or small, some charitable acts to make our world a better place in which to live, work or play."

This was a substantial donation having a documented value of $3.2 Million dollars. It has promoted the wholesome development of our children and our community. Be it known that this exemplary action by these contributors is highly commended by the City of Novi, as helping to make the world a better place.

For this great deed, on behalf of the residents of Novi, I, Mayor Richard Clark, extend our community appreciation for all that has been given to our City.

Sincerely,

Richard Clark, Mayor
City of Novi

FORMAL PRO CONCEPT PLAN
June 17, 2024

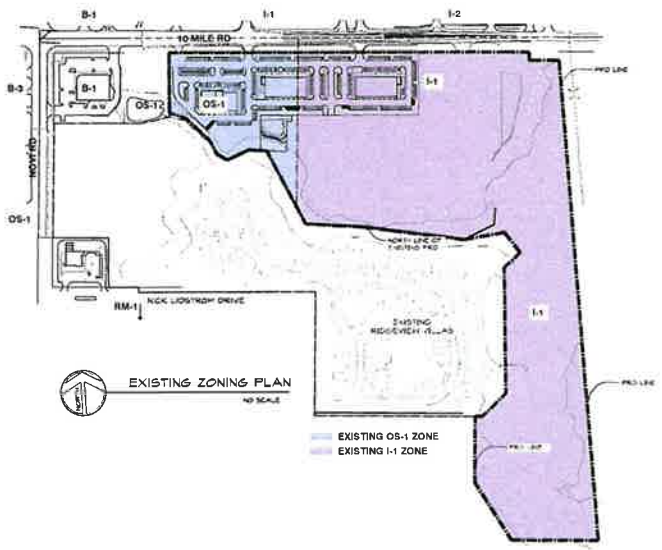
NOVI TEN ASSOCIATES

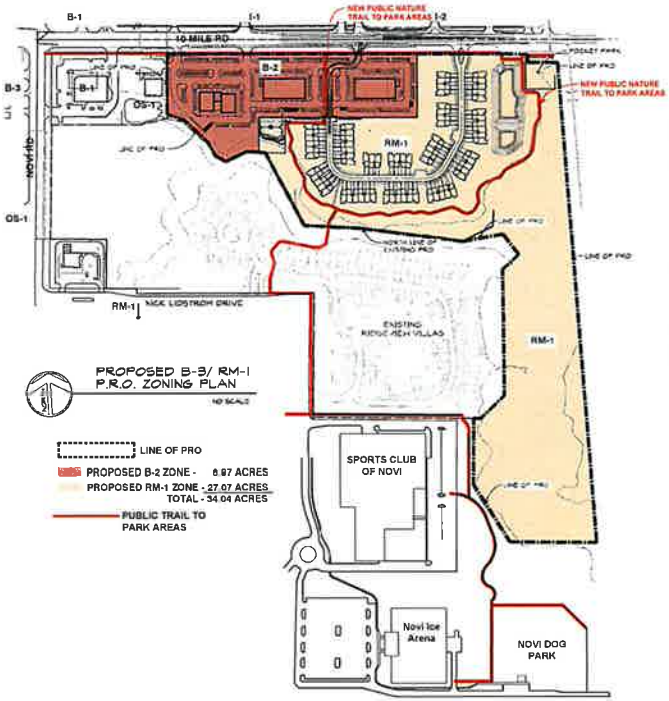
PROPOSED RE-ZONING & PRO PLAN

NOVI, MICHIGAN

WALKABLE RESIDENTIAL & COMMUNITY COMMERCIAL DEVELOPMENT

NOVI PROJECT JZ23-09





PROPOSED PARCEL B3 LEGAL DESCRIPTION (PART OF PARCELS 22-26-101-028 & 22-26-101-044)

A PARCEL OF LAND LOCATED IN AND BEING PART OF THE NORTHWEST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS

COMMENCING AT THE NORTHWEST CORNER OF SECTION 26, T1N, R8E, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN; THENCE N86°27'27"E 1,550.39 FEET, ALONG THE NORTH SECTION LINE AND THE CENTERLINE OF 10 MILE ROAD (120 FEET WIDE); THENCE S03°32'33"E 60.01 FEET TO THE POINT OF BEGINNING; THENCE N86°27'27"E 1003.81 FEET; THENCE S07°12'31"E 260.00 FEET; THENCE S86°27'27"W 520.00 FEET; THENCE S86°59'03"W 149.46 FEET; THENCE S01°32'25"E 144.88 FEET; THENCE N90°00'00"W 98.89 FEET; THENCE S63°31'08"W 98.39 FEET; THENCE N84°10'08"W 47.96 FEET; THENCE N32°30'06"W 64.67 FEET; THENCE N58°04'25"W 133.83 FEET; THENCE N75°25'58"W 71.24 FEET; THENCE N03°32'33"W 263.46 FEET, TO THE POINT OF BEGINNING, CONTAINING 6.97 ACREAS OF LAND (303,626 SFT); MORE OR LESS AND BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

PROPOSED PARCEL PRO LEGAL DESCRIPTION (PART OF PARCELS: 22-26-101-028 & 22-26-101-044)

A PARCEL OF LAND LOCATED IN AND BEING PART OF THE NORTHWEST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS:

COMMENCING AT THE NORTHWEST CORNER OF SECTION 26, T1N, R8E, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN; THENCE N86°27'27"E 1,550.39 FEET, ALONG THE NORTH SECTION LINE AND THE CENTERLINE OF 10 MILE ROAD (120 FEET WIDE); THENCE S03°32'33"E 60.01 FEET TO THE POINT OF BEGINNING; THENCE N86°27'27"E 1003.81 FEET; THENCE S07°56'33"E 1012.15 FEET; THENCE S86°56'27"W 355.53 FEET; THENCE N35°58'56"W 279.43 FEET; THENCE N03°03'33"W 269.20 FEET; THENCE N86°56'27"E 30.00 FEET; THENCE N43°47'02"E 133.85 FEET; THENCE N04°10'47"W 518.60 FEET; THENCE N49°34'07"E 91.51 FEET; THENCE N41°34'10"W 305.00 FEET; THENCE S76°46'33"W 187.10 FEET; THENCE N86°27'27"E 1554.10 FEET; THENCE N03°32'33"W 263.46 FEET, TO THE POINT OF BEGINNING, CONTAINING 34.04 ACREAS OF LAND (1,482,894 SFT); MORE OR LESS AND BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY

PROPOSED PARCEL RM1 LEGAL DESCRIPTION (PART OF PARCELS: 22-26-101-028 & 22-26-101-044)

A PARCEL OF LAND LOCATED IN AND BEING PART OF THE NORTHWEST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS:

COMMENCING AT THE NORTHWEST CORNER OF SECTION 26, T1N, R8E, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN; THENCE N86°27'27"E 1554.10 FEET, ALONG THE NORTH SECTION LINE AND THE CENTERLINE OF 10 MILE ROAD (120 FEET WIDE); THENCE S03°32'33"E 60.01 FEET TO THE POINT OF BEGINNING; THENCE N86°27'27"E 573.65 FEET; THENCE S07°56'33"E 2012.19 FEET; THENCE S86°56'27"W 355.53 FEET; THENCE N35°58'56"W 279.43 FEET; THENCE N03°03'33"W 244.20 FEET; THENCE N86°56'27"E 30.00 FEET; THENCE N43°47'02"E 133.85 FEET; THENCE N04°10'47"W 519.60 FEET; THENCE N49°34'07"E 91.51 FEET; THENCE N41°34'10"W 305.00 FEET; THENCE S76°46'33"W 187.10 FEET; THENCE N86°27'27"E 1554.10 FEET; THENCE N03°32'33"W 263.46 FEET, TO THE POINT OF BEGINNING, CONTAINING 27.07 ACREAS OF LAND (1,179,267 SFT); MORE OR LESS AND BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY

CLIENT:
NOVI TEN ASSOCIATES
1 WEST SQUARE LAKE RD.
BLOOMFIELD HILLS, MICHIGAN 48302
PH (248) 334-4800

THE TOWNS AT NOVI STATION
MICHIGAN DIVISION OFFICE
26200 TOWN CENTER DR., SUITE 200
NOVI, MICHIGAN 48375
PH (248) 904-1308

ARCHITECT: (EXCLUDING RESIDENTIAL)
SIEGAL/ TUOMAALA ASSOCIATES
ARCHITECTS AND PLANNERS, INC.
29200 NORTHWESTERN HIGHWAY
SOUTHFIELD, MICHIGAN 48034
PH (248) 352-0099

CIVIL ENGINEER
SEIBER, KEAST LEHNER
CONSULTING ENGINEERS
24205 COUNTRY CLUB DRIVE
SUITE C8
FARMINGTON HILLS, MICHIGAN 48331
PH (248) 308-3331

DRAWING LIST

TITLE SHEET
P-0 EXISTING AND PROPOSED ZONING

ARCHITECTURAL
P-1 REGIONAL PLAN
P-2 SITE PLAN WITH EXISTING ZONING
P-3 PRO PLAN
P-4 WALKABLE COMMUNITY PLAN
P-5 B-2 COMMUNITY BUSINESS ZONING SITE PLAN
P-6 B-2 BUILDING FLOOR PLANS
P-7 RETAIL RESTAURANT BUILDINGS A & B ELEVATIONS
P-8 RETAIL/RESTAURANT BUILDING C ELEVATIONS
P-9 RETAIL BUILDING PHOTOMETRIC LAYOUT
P-10 RETAIL BUILDING PHOTOMETRIC SPECIFICATIONS

LANDSCAPE (B-2)
PL-1 TREE REMOVAL AND PROTECTION PLAN
PL-2 TREE SURVEY
PL-3 USE AREA PLAN
PL-4 B2 LANDSCAPE PLAN (CONCEPTUAL)

CIVIL ENGINEERING
1 COVER SHEET
2 BOUNDARY SURVEY
3 TOPOGRAPHIC SURVEY
4 - 5 SOIL BORING LOGS
6A PRO-RZ1
6B PRO-B-2
7 EXISTING AND PROPOSED ZONING
8 STORM WATER MANAGEMENT PLAN
9 OPEN SPACE PLAN
10 TRUCK ROUTING PLAN
11 PHOTOMETRIC LIGHTING PLAN
NO. NOTES AND DETAILS

LANDSCAPE (RM-1)
RL-1 CONCEPTUAL LANDSCAPE PLAN
RL-2 GREENBELT AND ENTRY
RL-3 WOODLAND PLAN
RL-4 LANDSCAPE DETAILS
RL-5 TREE LIST

TOLL RM-1 ARCHITECTURAL PLANS (BY TOLL)
1-10 BUILDING FLOOR PLAN & ELEVATION
11 SCHEDULE REGULATING FACADE MATERIALS

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29200 northwestern hwy
suite 160
southfield, mi 48034
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f • 248 • 352 • 0098
www.sta-architects.com

SITE LOCATION MAP

project name:
NOVI TEN PRO

project location:
NOVI, MICHIGAN

date/revision:
- Oct 04, 2023 - Issue PRO
- Jan. 02, 2024 - Revised PRO
- June 17, 2024 - PRO Eligibility

sheet title:
EXISTING AND PROPOSED ZONING

project number:
1537E

sheet number:
P.0

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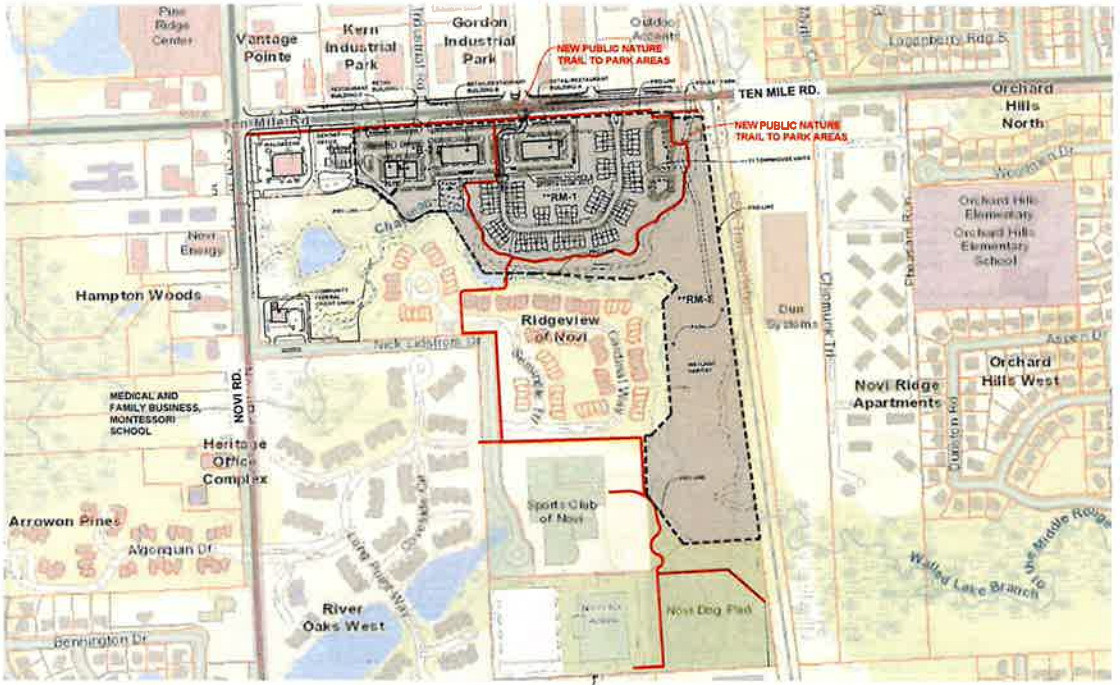
300 YARDS TO 1/2 MILE NORTH
- LOCAL RETAIL
- RESTAURANT / TAKE-OUT
- AUTOMOTIVE
- ANIMAL EMERGENCY CENTER
- WORSHIP
- USPS OFFICE

1/2 TO 1 MILE WEST
- NOVI CIVIC CENTER
- NOVI PUBLIC SAFETY
- NOVI PUBLIC LIBRARY
- PARKS & SPORTS ARENA
- NOVI HIGH SCHOOL
- WORSHIP



TENNIS SPORTS CLUB AND ARENA FACILITIES, CHILD CARE, DANCE / YOGA, BANQUET ROOMS FOR BIRTHDAY'S, ETC.

PRO LINE

PUBLIC TRAIL TO PARK AREAS

PRO REGIONAL PLAN

NO SCALE

THIS PLAN INDICATES THE PROPOSED RESIDENTIAL AND COMMERCIAL DEVELOPMENT, THAT WILL TIE IN THE EXISTING RESIDENTIAL COMMUNITIES TO THE SOUTH VIA A VIEWING / WALKING PATH THRU THE NATURE ARES, AND TO THE EXISTING RECREATIONAL FACILITIES ALSO TO THE SOUTH, AND CONTINUES NORTHWARD TO SUCH AS THE SIDEWALK CAFE AND OTHER COMMUNITY COMMERCIAL. SEE SHEET P-3 FOR ADDITIONAL INFORMATION.

*B-2 GENERAL BUSINESS DISTRICT:
APPROX 8.97 ACRES

**RM-1 RESIDENTIAL:
APPROX 27.07 ACRES

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project name:
NOVI TEN PRO

project location:
NOVI, MICHIGAN

date/revision:
- Oct.04, 2023 - Issue PRO
- Jan. 02, 2024 - Revised PRO
- June 17, 2024 - PRO Eligibility

sheet title:
PRO REGIONAL PLAN

project number:
1537E

sheet number:
P-1

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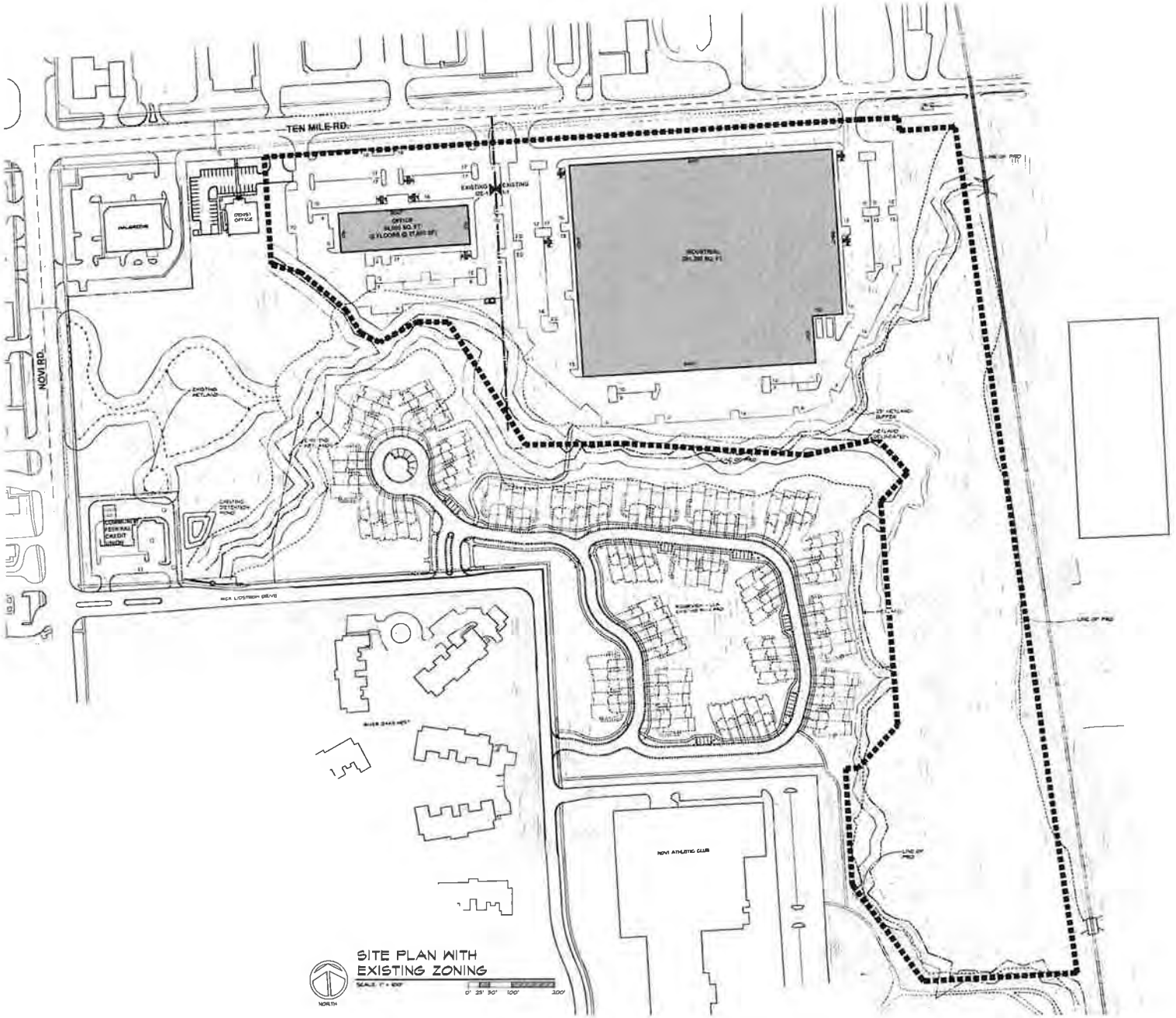

SITE PLAN WITH EXISTING ZONING

SCALE: 1" = 200'

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project name:
NOVI TEN PRO

project location:
NOVI, MICHIGAN
SECTION 26

date/revision:
- Oct.04, 2023 - Issue PRO
- Jan 03, 2024 - Revised PRO
- June 17, 2024 - PRO Eligibility

sheet title:
Site Plan With Existing Zoning

project number:
1537E

sheet number:
P.2

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GENERAL NOTES:

1. THE SCREENING BETWEEN RESIDENTIAL AND COMMERCIAL PROPERTY IS PROVIDED ON THE RESIDENTIAL SIDE OF THE PROPERTY BORDER, NOT THE COMMERCIAL SIDE. SAME EFFECTIVE RESULT

REFERENCED PLAN NOTES:

1. 20 FT WIDE TEMPORARY EMERGENCY ACCESS ROAD TO MEET COUNTY ROAD STANDARDS HERE OR OTHERWISE LOCATED TO 10 MILE ROAD.
2. PICNIC AREA FOR CARRY OUT, SAFE FOODS ETC.
3. BENCHES AND PICNIC TABLES IN PARK AT WEST END
4. PROP. 8' HIGH MASONRY WALL OR OTHER CITY APPROVED BUFFER.
5. BREAKAWAY GATE PER CITY OF NOVI STANDARDS
6. NO WALL OR BERM BETWEEN RESIDENTIAL AND COMMERCIAL ZONES AT PARK.

LINE OF PRO

P = 15.67 ACRES PARK/NATURE AREA (CONSERVATION EASEMENT)

PUBLIC TRAIL TO PARK AREAS (SEE SHEET P.4 FOR COMPLETE TRAIL SYSTEM

36.04 ACRES TOTAL PRO

*B-2 GENERAL BUSINESS DISTRICT ZONING
8.97 ACRES: RETAIL BUILDINGS A, B, & C AND SUPERMARKET

**RM-1 LOW RISE MULTIPLE FAMILY DISTRICT
27.07 ACRES: 71 TOWNHOUSE UNITS & PARK/NATURE AREA

SEE CIVIL ENGINEERING, LANDSCAPE & PHOTOMETRIC DRAWINGS FOR ADDITIONAL INFORMATION

STA

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suite 100
southfield mi 48034

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f • 248 • 352 • 0088
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project name:
NOVI TEN PRO

project location:
NOVI, MICHIGAN
SECTION 26

date/revision:
- Oct 04, 2023 - Issue PRO
- Jan 02 2024 - Revised PRO
- June 17 2024 - PRO Eligibility

sheet title:
PRO PLAN

project number:
1537E

sheet number:
P.3

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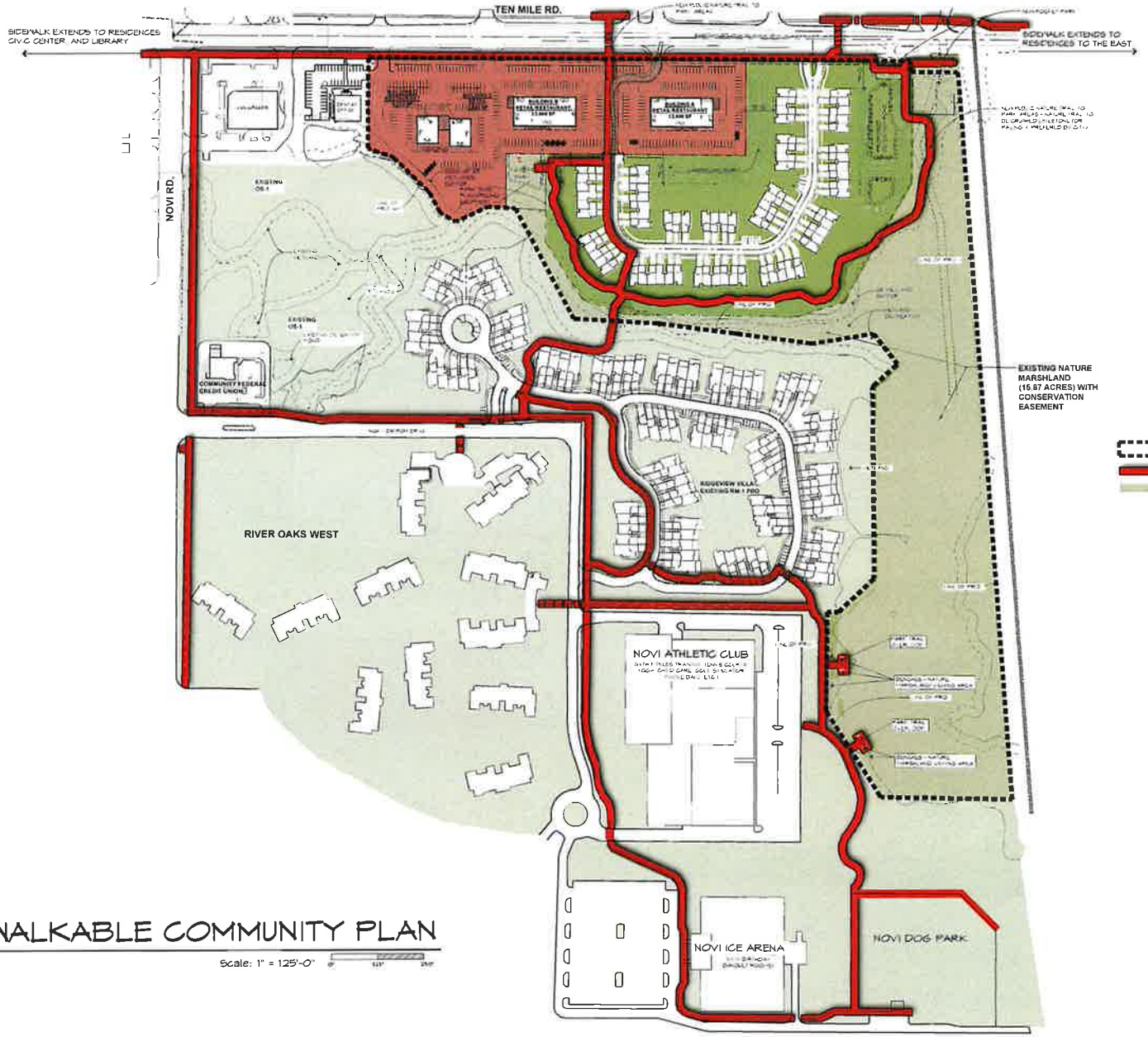

WALKABLE COMMUNITY PLAN

Scale: 1" = 125'-0"

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project name:
NOVI TEN PRO

project location:
NOVI, MICHIGAN
SECTION 26

date/revision:
- Oct 04, 2023 - Issue PRO
- Jan. 02, 2024 - Revised PRO
- June 17, 2024 - PRO Eligibility

sheet title:
WALKABLE COMMUNITY PLAN

project number:
1537E

sheet number:
P.4

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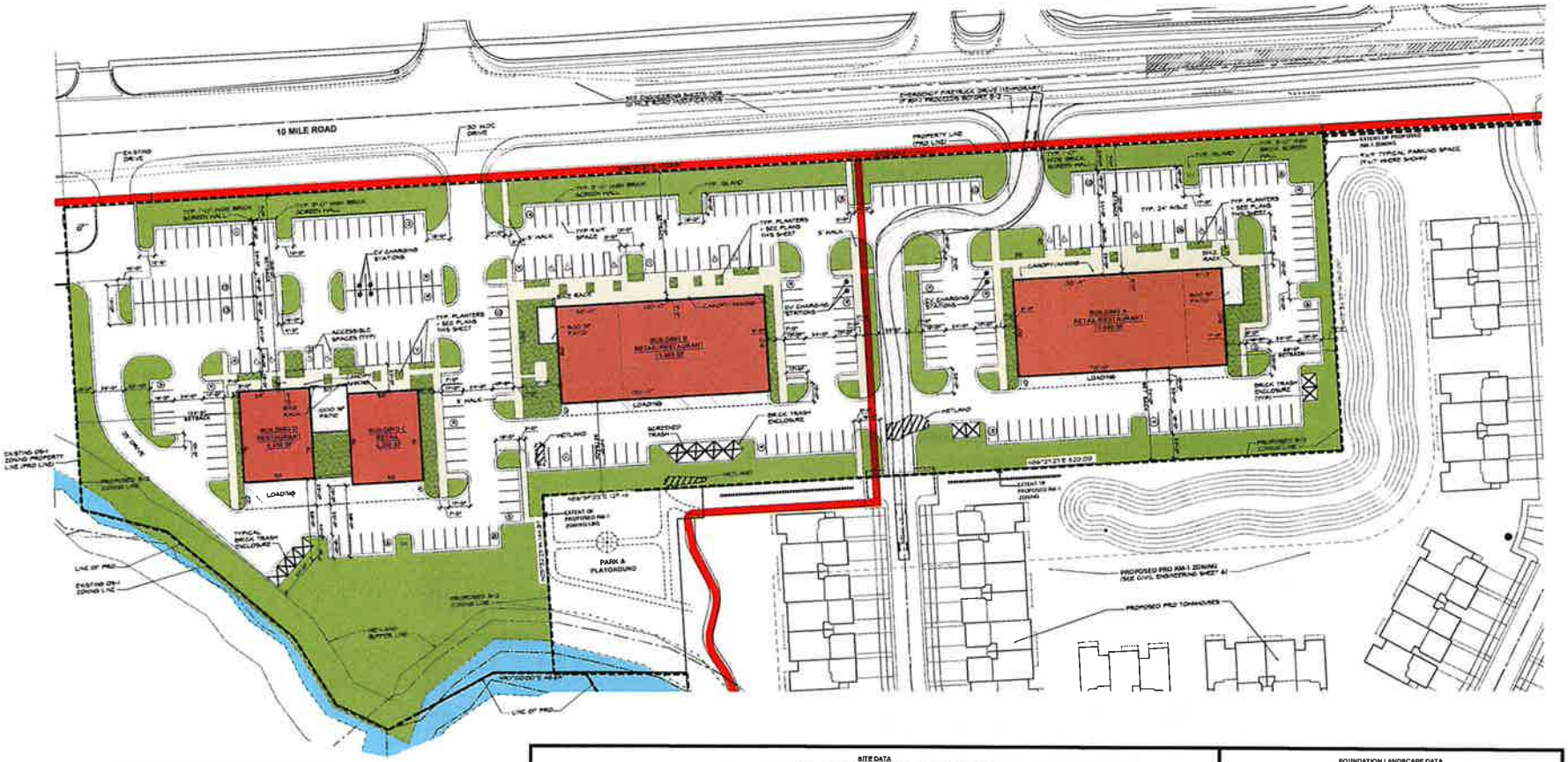


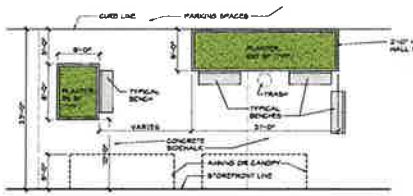
B2 COMMUNITY BUSINESS ZONING SITE PLAN

NOTES:

FOUNDATION LANDSCAPING

ZONING LINE (IN PRO)

WETLAND AREA



TYPICAL SIDEWALK PLANTERS AT STOREFRONTS

Scale: 1/8" = 1'-0"

SITE DATA

ZONING: B-2 COMMUNITY BUSINESS DISTRICT (USES RESTRICTED PER PRO)

SITE: 8.87 ACRES

BUILDING AREA:

RETAIL/RESTAURANT BUILDING A -	13,600 SF
RETAIL/RESTAURANT BUILDING B -	13,600 SF
RETAIL BUILDING C -	4,350 SF
RESTAURANT BUILDING D -	4,350 SF
	35,900 SF TOTAL

PARKING:

REQUIRED		
BUILDING A - ASSUMED RESTAURANTS	4,000 SF @ 70 SF/SPACE =	36 SPACES
PATIO DINING:	500 SF @ 70 SF/SPACE =	7 SPACES
ASSUMED RETAIL:	11,100 SF @ 200 SF/SPACE =	56 SPACES
		99 SPACES REQUIRED
BUILDING B - ASSUMED RESTAURANTS:	2,500 SF @ 70 SF/SPACE =	57 SPACES
PATIO DINING:	500 SF @ 70 SF/SPACE =	7 SPACES
ASSUMED RETAIL:	9,600 SF @ 200 SF/SPACE =	48 SPACES
		113 SPACES REQUIRED
BUILDING C - RETAIL	4,350 SF @ 200 SF/SPACE =	22 SPACES REQUIRED
BUILDING D - RESTAURANT:	4,350 SF @ 70 SF/SPACE =	62 SPACES
PATIO DINING:	1,000 SF @ 70 SF/SPACE =	14 SPACES
		76 SPACES REQUIRED
TOTAL SPACES REQUIRED =		309 SPACES
TOTAL SPACES PROVIDED =		329 SPACES

LOADING:

BUILDING A:	170' x 10' = 1,700 SF REQUIRED	170' x 10' = 1,700 SF PROVIDED
BUILDING B:	170' x 10' = 1,700 SF REQUIRED	170' x 10' = 1,700 SF PROVIDED
BUILDING C:	58' x 10' = 580 SF REQUIRED	58' x 15' = 870 SF PROVIDED
BUILDING D:	58' x 10' = 580 SF REQUIRED	58' x 22' = 1,276 SF PROVIDED

BUILDING HEIGHT:
30 FT BUILDING HEIGHT/2 STORIES MAX PERMITTED

BUILDINGS A,B,C & D = 23'-0" HT (MAX.)

BUILDING SETBACKS:

MIN. REQUIRED FRONT SETBACK = 40 FT.	MIN. PROVIDED FRONT SETBACK = 101 FT.
MIN. REQUIRED REAR SETBACK = 30 FT.	MIN. PROVIDED REAR SETBACK = 74 FT.
MIN. REQUIRED SIDE SETBACK = 30 FT	MIN. PROVIDED SIDE SETBACK = 86 FT.

PARKING SETBACKS:

MIN. REQUIRED FRONT SETBACK = 20 FT.	MIN. PROVIDED FRONT SETBACK = 20 FT
MIN. REQUIRED REAR SETBACK = 10 FT.	MIN. PROVIDED REAR SETBACK = 20 FT.
MIN. REQUIRED SIDE SETBACK = 10 FT.	MIN. PROVIDED SIDE SETBACK = 10 FT.

PARKING SPACE SIZE: 9 FT. x 19 FT. (TYPICAL) +17 FT. AT INTERIOR 7 FT. SIDEWALKS
MINIMUM DRIVE AISLE: 24 FT.
PARKING ISLAND SIZE: 13 FT. WIDE (CLEAR) x 15.5 FT. DEEP MIN. - CLEAR (200 SF PLANTING)

1. EV CHARGING STATIONS WHERE SHOWN
2. LANDSCAPE - SEE LANDSCAPE PLAN SHEET PL-3
3. CIVIL ENGINEERING - SEE CIVIL ENGINEERING DRAWINGS
4. SITE LIGHTING - SEE SITE LIGHTING PHOTOMETRIC DRAWINGS
5. ALL ROOF MOUNTED MECHANICAL EQUIPMENT TO BE SCREENED
6. LIGHT POLES SHALL NOT EXCEED 21'-0" AND BE SHIELDED (SEE SITE LIGHTING PHOTOMETRIC DRAWINGS)

FOUNDATION LANDSCAPE DATA

BUILDING A:
PERIMETER = 170' x 2 + 80' x 2 = 500LF
DEDUCT = 8 DOORS x 3' = 24'
LOADING WALL = 170'
PATIO = 30'
REQUIRED: 276' x 8' = 2,200 SF
PROVIDED: 680 SF (WEST) + 1,040 SF (EAST) + 420 SF (NORTH PLANTERS)* = 2,320 SF

BUILDING B:
PERIMETER = 170' x 2 + 80' x 2 = 500LF
DEDUCT = 8 DOORS x 3' = 24'
LOADING WALL = 170'
PATIO = 30'
REQUIRED: 276' x 8' = 2,200 SF
PROVIDED: 2,500 SF (WEST) + 600 SF (EAST) + 440 SF (NORTH PLANTERS)* = 4,009 SF

BUILDING C:
PERIMETER = 58' x 2 + 75'+ 2' = 285LF
DEDUCT = 3 DOORS x 3' = 9'
LOADING WALL = 58'
REQUIRED: 189' x 8' = 1,512 SF
PROVIDED: 1,125 SF (WEST) + 525 SF (EAST) + 560 SF (NORTH PLANTERS)* = 2,210 SF

BUILDING D:
PERIMETER = 58' x 2 + 75' x 2 = 266LF
DEDUCT = 3 DOORS x 3' = 9'
LOADING WALL = 58'
PATIO = 35'
REQUIRED: 164' x 8' = 1,525 SF
PROVIDED: 400 SF (WEST) + 525 SF (EAST) + 600 SF (NORTH PLANTERS)* = 1,525 SF

*DEVIATION REQUESTED FOR PLANTERS AS FOUNDATION LANDSCAPE

PARKING LOT ISLANDS

4,775 SF REQUIRED (SEE B2 LANDSCAPE CALCULATIONS)
15,230 SF PROVIDED

STA
SIEGAL/TUOMAALA ASSOCIATES ARCHITECTS & PLANNERS INC.
29200 northwestern hwy
suite 150
southfield, mi 48034
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f • 248 • 352 • 0282
www.sta-architects.com

project name:
NOVI TEN PRO

project location:
NOVI, MICHIGAN
SECTION 26

date/revision:
- Oct.04, 2023 - Issue PRO
- Jan. 02, 2024 - Revised PRO
- June 17, 2024 - PRO Eligibility

sheet title:
B-2 COMMUNITY BUSINESS ZONING SITE PLAN

project number:
1537E

sheet number:
P.5

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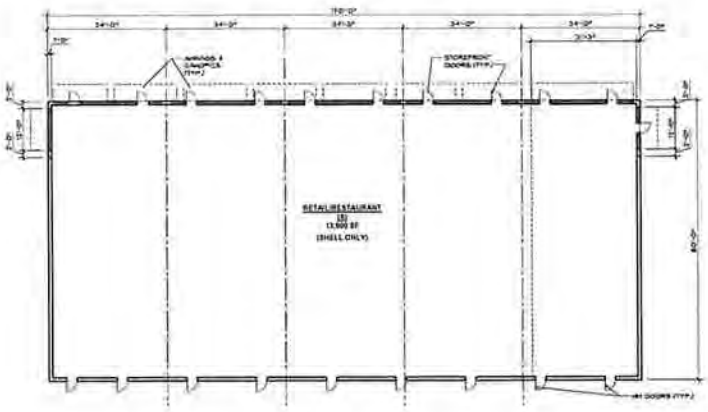
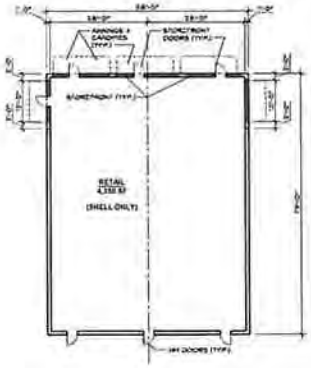


BUILDINGS A & B (SHELL)
FLOOR PLAN



BUILDING C (SHELL) - (BUILDING D OPP. HAND)
FLOOR PLAN

STA

SIEGAL/TUOMAALA
ASSOCIATES
ARCHITECTS &
PLANNERS INC

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suite 100
southfield mi 48034

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project name:
NOVI TEN PRO

project location:
NOVI, MICHIGAN
SECTION 26

date/revision:
- Oct.04, 2023 - Issue PRO
- Jan. 02, 2024 - Revised PRO
- June 17, 2024 - PRO Eligibility

sheet title:
B-2 BUILDING
FLOOR PLANS

project number:
1537E

sheet number:
P.6

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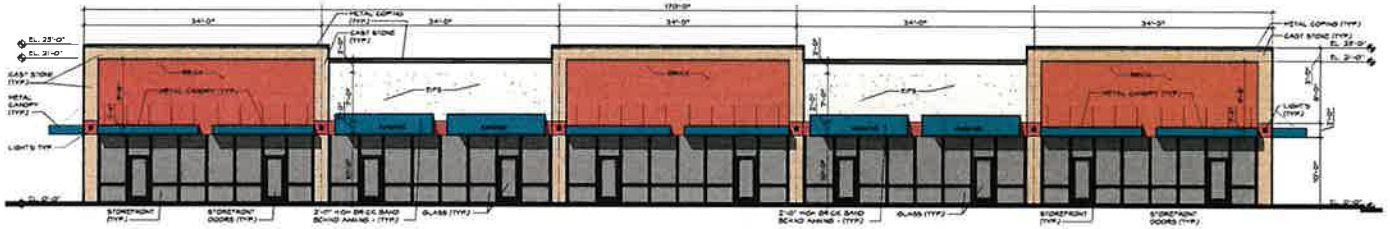
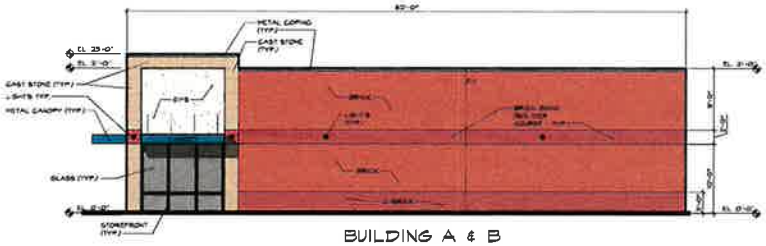


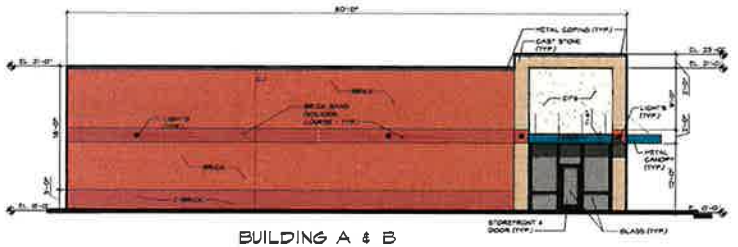
BUILDING A & B
NORTH ELEVATION

Scale: 1/8" = 1'-0"



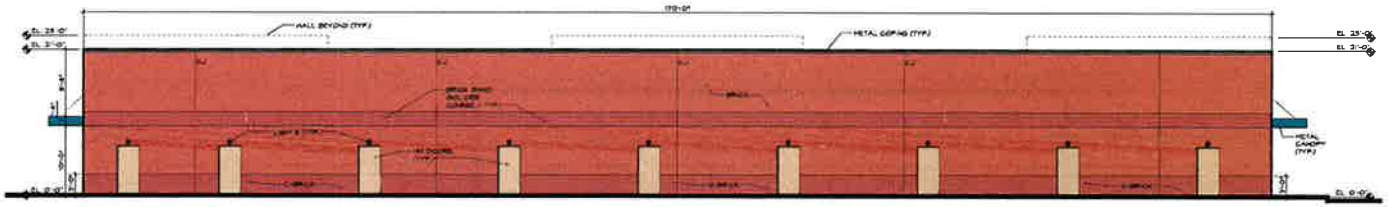
BUILDING A & B
WEST ELEVATION

Scale: 1/8" = 1'-0"



BUILDING A & B
EAST ELEVATION

Scale: 1/8" = 1'-0"



BUILDING A & B
SOUTH ELEVATION

Scale: 1/8" = 1'-0"

RETAIL/RESTAURANT BUILDINGS A & B - FACADE MATERIAL CHART

NORTH

MATERIAL	AREA (SF)	% TOTAL	ORDINANCE
BRICK	1504	32.0%	30% MIN
C-BRICK	-	-	25% MAX
EIFS	516	25.0%	25% MAX
CAST STONE	480	10.3%	25% MAX
METAL PANEL	180	8.7%	30% MAX (CANOPY + FASCIA)
TOTAL	2500	100 %	
VISION GLASS	+286		
	2714 SF		

WEST

MATERIAL	AREA (SF)	% TOTAL	ORDINANCE
BRICK	150	12.2%	30% MIN
C-BRICK	142	12.1%	25% MAX
EIFS	106	8.6%	25% MAX
CAST STONE	116	9.3%	25% MAX
METAL PANEL	28.0	1.8%	30% MAX (CANOPY + FASCIA)
TOTAL	1943	100 %	
VISION GLASS	+120		
	1112 SF		

RETAIL/RESTAURANT BUILDINGS A & B - FACADE MATERIAL CHART

SOUTH

MATERIAL	AREA (SF)	% TOTAL	ORDINANCE
BRICK	2432	82.3%	30% MIN
C-BRICK	424	12.0%	25% MAX
EIFS	-	-	25% MAX
CAST STONE	-	-	25% MAX
METAL PANEL (DOORS)	154	5.3%	30% MAX
TOTAL	2910 SF	100 %	

EAST

MATERIAL	AREA (SF)	% TOTAL	ORDINANCE
BRICK	1150	12.2%	30% MIN
C-BRICK	142	12.1%	25% MAX
EIFS	106	8.6%	25% MAX
CAST STONE	116	9.3%	25% MAX
METAL PANEL	28.4	1.8%	30% MAX (CANOPY + FASCIA)
TOTAL	1539	100 %	
VISION GLASS	+120		
	1112 SF		

WALL MATERIAL BEHIND AWNING IS INDICATED

NOTES:
1. ALL ROOF MOUNTED MECHANICAL EQUIPMENT TO BE SCREENED
2. SEE SHEETS P.10 & P.11 FOR WALL LIGHT PHOTOMETRICS

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ARCHITECTS &
PLANNERS INC.

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suite 160
southfield mi 48034

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project name:
NOVI TEN PRO

project location:
NOVI, MICHIGAN
SECTION 26

date/revision:
- Oct 04, 2023 - Issue PRO
- Jan. 02, 2024 - Revised PRO
- June 17, 2024 - PRO Eligibility

sheet title:
RETAIL/
RESTAURANT
BUILDINGS
A & B
ELEVATIONS

project number:
1537E

sheet number:
P.7

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RETAIL C - FACADE MATERIAL CHART (BUILDING D OPP. HAND)

NORTH

MATERIAL	AREA (SF)	% TOTAL	ORDINANCE
BRICK	573	44.0%	30% MIN
C-BRICK	-	-	25% MAX
EIFS	-	-	25% MAX
CAST STONE	565	43.4%	25% MAX
METAL PANEL	24	1.8%	50% MAX (CANOPY + FASCIA)
TOTAL VISION GLASS	1162 sf / 1302 / 139.7 SF	100 %	

WEST

MATERIAL	AREA (SF)	% TOTAL	ORDINANCE
BRICK	1061	73.1%	30% MIN
C-BRICK	177	12.2%	25% MAX
EIFS	84	5.8%	25% MAX
CAST STONE	105	7.2%	25% MAX
METAL PANEL	28	1.9%	50% MAX
TOTAL VISION GLASS	1455 / 1280 / 379 SF	100 %	

RETAIL C - FACADE MATERIAL CHART (CONTINUED)

SOUTH

MATERIAL	AREA (SF)	% TOTAL	ORDINANCE
BRICK	865	71.0%	30% MIN
C-BRICK	290	23.8%	25% MAX
EIFS	-	-	25% MAX
CAST STONE	-	-	25% MAX
METAL PANEL (DOORS)	63	5.2%	50% MAX
TOTAL	1218 SF	100 %	

EAST

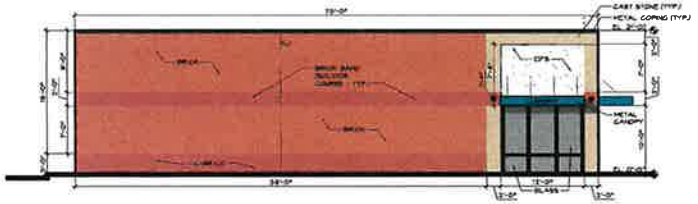
MATERIAL	AREA (SF)	% TOTAL	ORDINANCE
BRICK	1061	72.9%	30% MIN
C-BRICK	177	12.2%	25% MAX
EIFS	84	5.8%	25% MAX
CAST STONE	105	7.4%	25% MAX
METAL PANEL	28	1.9%	50% MAX
TOTAL VISION GLASS	1455 / 1280 / 379 SF	100 %	

WALL MATERIAL BEHIND AWNING IS INDICATED

NOTE: BRICK BEHIND AWNING

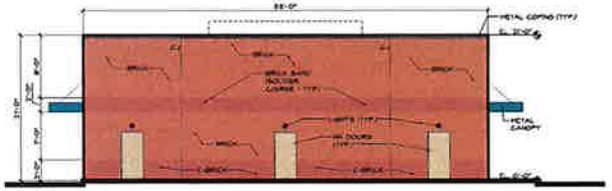
BUILDING C
NORTH ELEVATION

Scale: 1/8" = 1'-0"



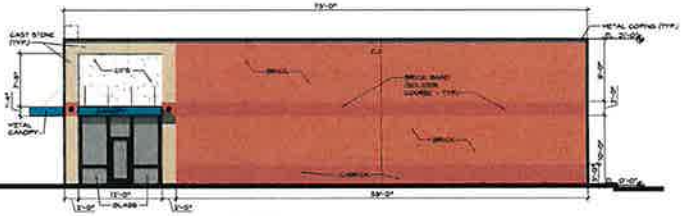
BUILDING C
EAST ELEVATION

Scale: 1/8" = 1'-0"



BUILDING C
SOUTH ELEVATION

Scale: 1/8" = 1'-0"



BUILDING C
WEST ELEVATION

Scale: 1/8" = 1'-0"

NOTES:
1. ALL ROOF MOUNTED MECHANICAL EQUIPMENT TO BE SCREENED
2. SEE SHEETS P.10 & P.11 FOR WALL LIGHT PHOTOMETRICS

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project name:
NOVI TEN PRO

project location:
NOVI, MICHIGAN
SECTION 26

date/revision:
- Oct.04, 2023 - Issue PRO
- Jan. 02, 2024 - Revised PRO
- June 17, 2024 - PRO Eligibility

sheet title:
RETAIL BUILDING C & RESTAURANT BUILDING D ELEVATIONS

project number:
1537E

sheet number:
P.8

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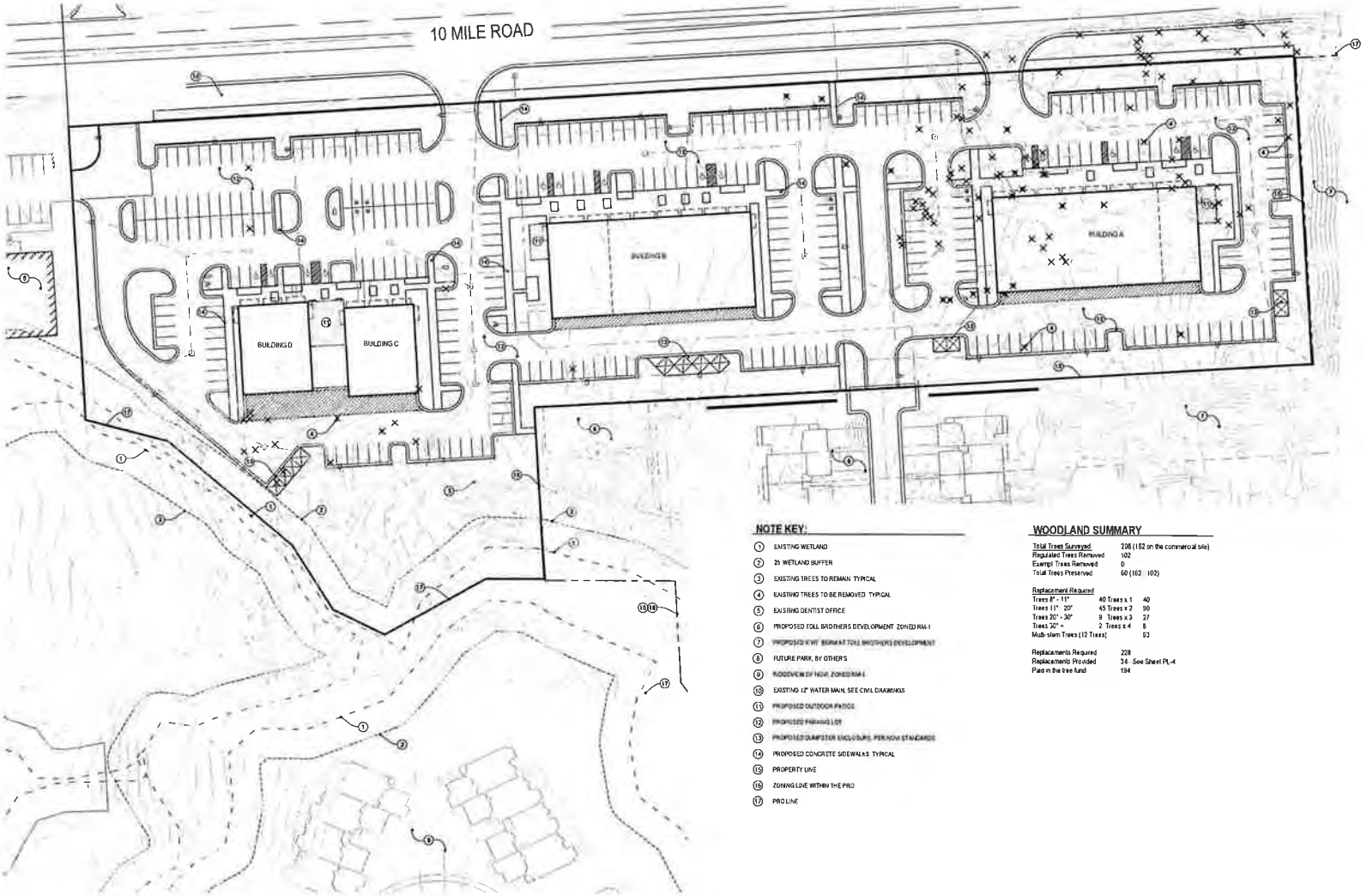

NOTE KEY:

1. EXISTING WETLAND
2. 25 WETLAND BUFFER
3. EXISTING TREES TO REMAIN TYPICAL
4. EXISTING TREES TO BE REMOVED TYPICAL
5. EXISTING DENTIST OFFICE
6. PROPOSED TOLL BROTHERS DEVELOPMENT ZONED RM-1
7. PROPOSED 6 MI BERM AT TOLL BROTHERS DEVELOPMENT
8. FUTURE PARK, BY OTHERS
9. RIDGEVIEW OF NOVI, ZONED RM-1
10. EXISTING 12" WATER MAIN, SEE CIVIL DRAWINGS
11. PROPOSED OUTDOOR PATIOS
12. PROPOSED PARKING LOT
13. PROPOSED DUMPSTER ENCLOSURE, PER NOVI STANDARDS
14. PROPOSED CONCRETE SIDEWALKS TYPICAL
15. PROPERTY LINE
16. ZONING LINE WITHIN THE PRO
17. PRO LINE

WOODLAND SUMMARY

Total Trees Surveyed	206 (162 on the commercial site)
Regulated Trees Removed	102
Exempt Trees Removed	0
Total Trees Preserved	60 (162 - 102)

Replacement Required		
Trees 8" - 11"	40 Trees x 1	40
Trees 11" - 20"	45 Trees x 2	90
Trees 20" - 30"	9 Trees x 3	27
Trees 30" +	2 Trees x 4	8
Multi-stem Trees (12 Trees)		63
Replacements Required		228
Replacements Provided		34 See Sheet PL-4
Paid in the tree fund		194

TREE SURVEY PROVIDED BY:
ALLEN DESIGN
557 Carpenter
Northville, MI 48167
248 467 4668
Dated: 03.28.2023
Job No. 01-027

NOT FOR CONSTRUCTION

SCALE 1" = 40'-0"

NORTH

VLA Verti Verde Landscape Architecture
734.249.3526 Plymouth, MI
james@vertiverde.com

Issued for	
06.23.2023	PRO Submittal
12.22.2023	Revised PRO Submittal
06.17.2024	PRO Eligibility

Project:
NOVI TEN PRO
10 Mile Road
Novi, Michigan

Project Sponsor:
Weiss Construction Co.
41001 Grand River Ave.
Novi, MI 48375

Sheet Name:
Tree Removal and Protection Plan

Seal:
STATE OF MICHIGAN JAMES GRAY LANDSCAPE ARCHITECT No. 1301 REGISTERED LANDSCAPE ARCHITECT

Drawn	JG
Checked	JG
Date	06.2023
Scale	1" = 40'-0"

Project Number: 23.035
Sheet Number: PL-1

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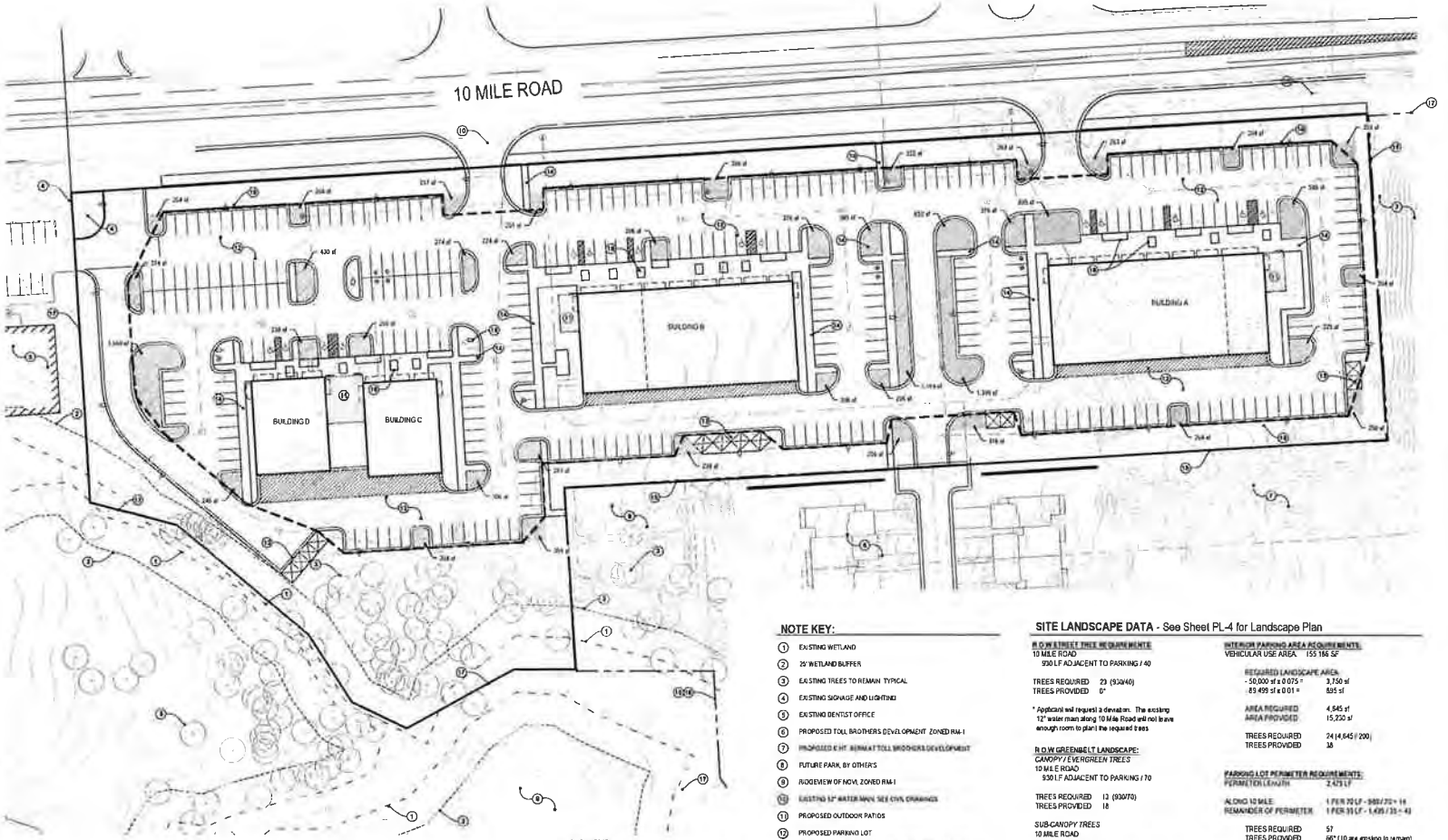

NOTE KEY:

1. EXISTING WETLAND
2. 25' WETLAND BUFFER
3. EXISTING TREES TO REMAIN TYPICAL
4. EXISTING SIGNAGE AND LIGHTING
5. EXISTING DENTIST OFFICE
6. PROPOSED TOLL BROTHERS DEVELOPMENT ZONED RM-1
7. PROPOSED ENT. BERM AT TOLL BROTHERS DEVELOPMENT
8. FUTURE PARK, BY OTHERS
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13. PROPOSED DUMPSTER ENCLOSURE, PER NOVI STANDARDS
14. PROPOSED CONCRETE SIDEWALK, TYPICAL
15. PROPERTY LINE
16. ZONING LINE WITHIN THE PRO
17. PRO LINE
18. PROPOSED PLANTER, SEE ARCHITECTURE
19. PROPOSED LIGHT POLES, SEE PHOTOMETRIC PLANS

LEGEND:

- VEHICULAR USE AREA
- INTERIOR PARKING LOT ISLAND
- PARKING LOT PERIMETER LINE

SITE LANDSCAPE DATA - See Sheet PL-4 for Landscape Plan

R.O.W STREET TREE REQUIREMENTS:
10 MILE ROAD
930 LF ADJACENT TO PARKING / 40

TREES REQUIRED 23 (930/40)
TREES PROVIDED 0*

* Applicant will request a deviation. The existing 12" water main along 10 Mile Road will not leave enough room to plant the required trees

R.O.W GREENBELT LANDSCAPE:
CANOPY / EVERGREEN TREES
10 MILE ROAD
930 LF ADJACENT TO PARKING / 70

TREES REQUIRED 13 (930/70)
TREES PROVIDED 18

SUB-CANOPY TREES
10 MILE ROAD
930 LF ADJACENT TO PARKING / 40

SUB-CANOPY TREES REQUIRED 23 (930/40)
SUB-CANOPY TREES PROVIDED 25

SHRUBS
10 MILE ROAD
930 LF ADJACENT TO PARKING / 40 X 3

SHRUBS REQUIRED 70 (930/40*3)
SHRUBS PROVIDED 93

INTERIOR PARKING AREA REQUIREMENTS:
VEHICULAR USE AREA 155,186 SF

REQUIRED LANDSCAPE AREA
- 50,000 sf x 0.075 = 3,750 sf
- 89,499 sf x 0.01 = 895 sf

AREA REQUIRED 4,645 sf
AREA PROVIDED 15,230 sf

TREES REQUIRED 24 (4,645 / 200)
TREES PROVIDED 38

PARKING LOT PERIMETER REQUIREMENTS:
PERIMETER LENGTH 2,475 LF

ALONG 10 MILE: 1 PER 70 LF - 930 / 70 = 14
REMAINDER OF PERIMETER 1 PER 35 LF - 1,495 / 35 = 43

TREES REQUIRED 57
TREES PROVIDED 60* (10 are existing to remain)
*All greenbelt trees are within 15' of the parking lot and are being double counted as parking lot perimeter trees

ACCESS DRIVE TREES
TOTAL ACCESS DRIVE LENGTH 480 LF

TREES REQUIRED 16 (480 / 30)
TREES PROVIDED 21

BUILDING FOUNDATION LANDSCAPE REQUIREMENTS:
SEE SHEET P 5 FOR FOUNDATION CALCULATIONS

NOT FOR CONSTRUCTION

SCALE: 1" = 40'-0"

NORTH

VMA | Voit Verde landscape architecture

Issued For:

06 23 2023	PRO Submittal
12 22 2023	Revised PRO Submittal
06 17 2024	PRO Eligibility

Project:

NOVI TEN PRO

10 Mile Road
Novi, Michigan

Project Sponsor:

Weiss Construction Co.
41001 Grand River Ave.
Novi, MI 48375

Sheet Name

Use Area PLan

Seal

STATE OF MICHIGAN · JAMES GRAY · LANDSCAPE ARCHITECT · No. 1306 · LANDSCAPE ARCHITECTURE

Drawn	JG
Checked	JG
Date	06 2023
Scale	1" = 40'-0"

Project Number: 23.035

Sheet Number: PL-3

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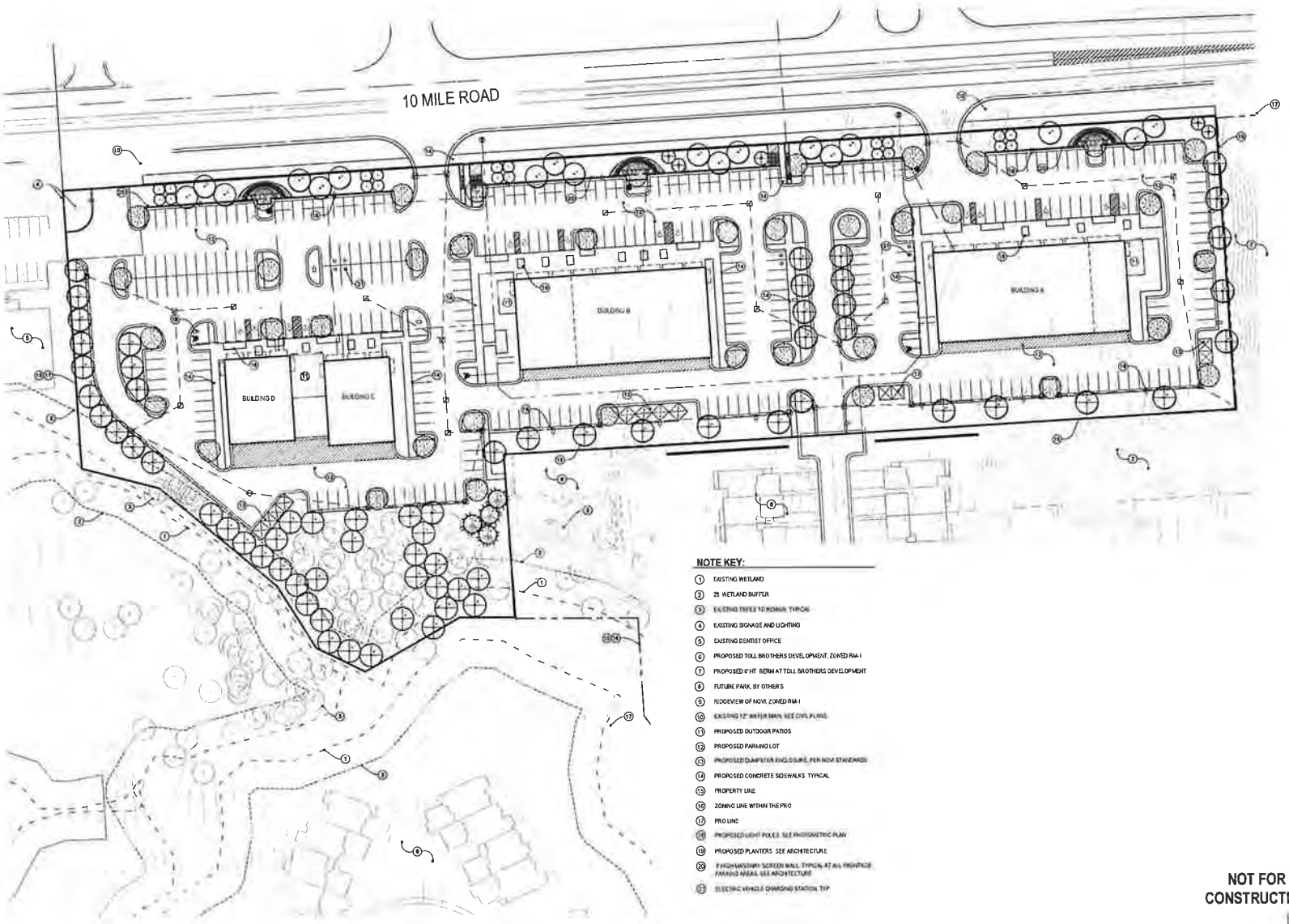

NOTE KEY:

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14. PROPOSED CONCRETE SIDEWALKS TYPICAL
15. PROPERTY LINE
16. ZONING LINE WITHIN THE PRO
17. PRO LINE
18. PROPOSED LIGHT POLES SEE PHOTOMETRIC PLAN
19. PROPOSED PLANTERS SEE ARCHITECTURE
20. 6' HIGH MASONRY SCREEN WALL, TYPICAL AT ALL FRONTAGE PARKING AREAS, SEE ARCHITECTURE
21. ELECTRIC VEHICLE CHARGING STATION, TYP

NOT FOR CONSTRUCTION

0 20 40 80

SCALE: 1" = 40'-0"

NORTH

VVLA Verde landscape architecture
734.249.3366 Plymouth, MI
jamie@verdvarde.com

Issued for:

06 23 2023	PRO Submittal
12 22 2023	Revised PRO Submittal
06 17 2024	PRO Eligibility

Project:

NOVI TEN PRO

10 Mile Road
Novi, Michigan

Project Sponsor:

Weiss Construction Co.
41001 Grand River Ave.
Novi, MI 48375

Sheet Name:

B2 Zoning Landscape Plan (Conceptual)

Seal:

STATE OF MICHIGAN JAMES GRAY LANDSCAPE ARCHITECT REGISTERED LANDSCAPE ARCHITECT

Drawn	JG
Checked	JG
Date	06 2023
Scale	1" = 40'-0"

Project Number:

23 035

Sheet Number:

PL-4

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REZONING AND PLANNED REZONING OVERLAY ("PRO") PLAN

NOVI TEN TOWN HOMES AND RETAIL

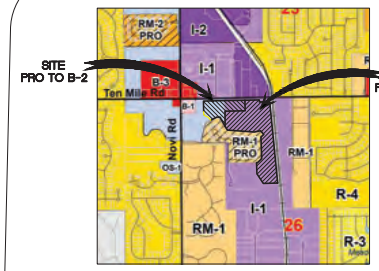
SECTION 26, TOWN 1 NORTH, RANGE 8 EAST,
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

PREPARED FOR:

NOVI TEN ASSOCIATES, LLC

7 W. SQAURE LAKE ROAD
BLOOMFIELD HILLS, MICHIGAN 48302
248.909.1308

ZONING MAP



PROP. ZONING: PRO TO RM-1
PRO TO B-2

Zoning Districts

R-A: Residential Acreage	GE: Gateway East
R-1: One-Family Residential	FS: Freeway Service
R-2: One-Family Residential	I-1: Light Industrial
R-3: One-Family Residential	I-2: General Industrial
R-4: One-Family Residential	NCC: Non-Center Commercial
RT: Two-Family Residential	OS-1: Office Service
RM-1: Low-Density Multiple-Family	OSC: Office Service Commercial
RM-2: High-Density Multiple-Family	OST: Office Service Technology
MH: Mobile Home	EXO: OST District with EXO Overlay
B-1: Local Business	RC: Regional Center
B-2: Community Business	P-1: Vehicular Parking
B-3: General Business	PSV: Pavilion Shore Village
C: Conference	TC: Town Center
EXPO: Expo	TC-1: Town Center-1

FIRE DEPARTMENT NOTES

1. All fire hydrants & water mains shall be installed & in service prior to above foundation building construction.
2. All roads shall be paved and capable of supporting 35 tons prior to construction above foundation.
3. Building addresses shall be posted facing the street. Addresses shall be a minimum of three inches in height on a contrasting background.
4. Provide 4-6" diameter concrete filled steel posts 48" above finish grade at each hydrant as required.
5. Fire lanes shall be posted with "Fire Lane – No Parking" signs in accordance with Ordinance #85.99.02.

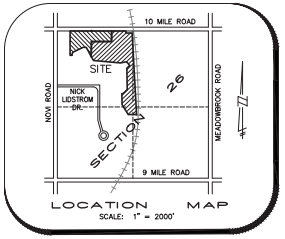
NOTES

1. ALL WORK SHALL CONFORM TO THE CITY OF NOVI'S CURRENT STANDARDS AND SPECIFICATIONS.
2. ALL PAVEMENT MARKINGS, TRAFFIC CONTROL SIGNS, AND PARKING SIGNS SHALL COMPLY WITH THE DESIGN AND PLACEMENT REQUIREMENTS OF THE 2011 MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.

SCALE

150 0 75 150 300 600

(IN FEET)
Scale: 1 inch = 150 ft.



SOILS MAP

SOIL CLASSIFICATIONS

(PER "SOILS SURVEY OF OAKLAND COUNTY MICHIGAN", UNITED STATES DEPT. OF AGRICULTURE, SOIL CONSERVATION SERVICE IN COOPERATION WITH MICHIGAN AGRICULTURAL EXPERIMENT STATION, ISSUED MARCH 1982)

10B – MARLETTE SANDY LOAM, 1 TO 6 PERCENT SLOPES
10C – MARLETTE SANDY LOAM, 6 TO 12 PERCENT SLOPES
43 – SLOAN–MARLETTE ASSOCIATION

SHEET INDEX

ENGINEERING PLANS:
1. COVER SHEET
2. BOUNDARY SURVEY
3. TOPOGRAPHIC SURVEY
4.–5. SOIL BORING LOGS
6A. PRO–RM1
6B. PRO–B–2
7. EXISTING AND PROPOSED ZONING
8. STORM WATER MANAGEMENT PLAN
9. OPEN SPACE PLAN
10. TRUCK ROUTING PLAN
11. PHOTOMETRIC LIGHTING PLAN
ND. NOTES AND DETAILS

LANDSCAPE PLANS: (TOLL MULTI–FAMILY)
RL–1 CONCEPTUAL LANDSCAPE PLAN
RL–2 GREENBELT AND ENTRY
RL–3 WOODLAND PLAN
RL–4 LANDSAPE DETAILS
RL–5 TREE LIST

ARCHITECTURAL PLANS: (TOLL MULTI–FAMILY)
1–10 BUILDING FLOOR PLAN & ELEVATION
11. SCHEDULE REGULATING FACADE MATERIALS

SEE P SHEETS FOR ADDITIONAL SITE & RETAIL INFORMAITON

LANDSCAPE PLANS PROVIDED BY:

ALLEN DESIGN

557 CARPENTER
NORTHVILLE, MICHIGAN 48167
PHONE: 248.467.4668

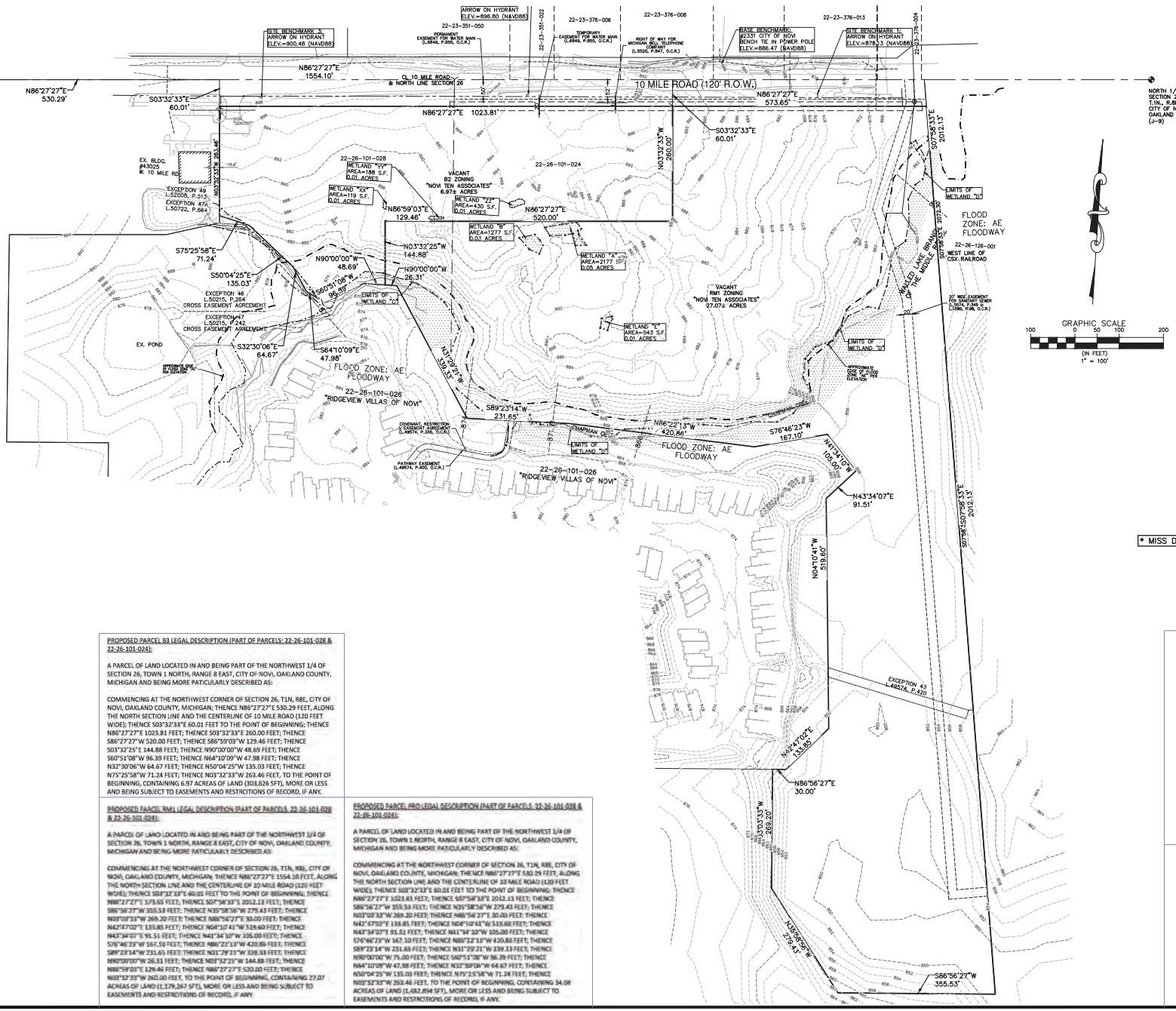
SEIBER KEAST LEHNER
ENGINEERING | SURVEYING

REVISIONS		
NO	ITEM	DATE
1.	ADD COMMERCIAL PER CLIENT	05-19-22
2.	ISSUED	02-28-23
3.	REVISE PRO	01-02-24
4.	PRO ELIGIBILITY	06/17/24

ENGINEER'S SEAL

CITY PROJECT NUMBER
JZ23-0009

DATE: 05-29-23 | DESIGNED BY: A.A. | CHECKED BY: J.E. | JOB NUMBER: 21-006 | DRAWING FILE: 21006-CS.dwg



* MISS DIG NOT CONTACTED FOR SURVEY *

UTILITY DISCLAIMER NOTE:
ALL WATER MAIN, SEWER LINES AND UNDERGROUND UTILITY LINES HAVE BEEN FIELD LOCATED WHERE VISIBLE. WHEN AVAILABLE, UNDERGROUND LOCATIONS HAVE BEEN TAKEN FROM RECORD DOCUMENTS, AND NO GUARANTEE CAN BE MADE TO THE EXACTNESS OF THESE LOCATIONS.

PROPOSED PARCEL B3 LEGAL DESCRIPTION (PART OF PARCELS: 22-26-101-028 & 22-26-101-024):

A PARCEL OF LAND LOCATED IN AND BEING PART OF THE NORTHWEST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN AND BEING MORE PATICULARLY DESCRIBED AS:

COMMENCING AT THE NORTHWEST CORNER OF SECTION 26, T1N, R8E, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN; THENCE N86°27'27"E 530.29 FEET, ALONG THE NORTH SECTION LINE AND THE CENTERLINE OF 10 MILE ROAD (120 FEET WIDE); THENCE S03°32'33"E 60.01 FEET TO THE POINT OF BEGINNING; THENCE N86°27'27"E 1023.81 FEET; THENCE S03°32'33"E 260.00 FEET; THENCE S86°27'27"W 520.00 FEET; THENCE S86°59'03"W 129.46 FEET; THENCE S03°32'25"E 144.88 FEET; THENCE N90°00'00"W 48.69 FEET; THENCE S60°51'08"W 96.39 FEET; THENCE N64°10'09"W 47.98 FEET; THENCE N32°30'06"W 64.67 FEET; THENCE N50°04'25"W 135.03 FEET; THENCE N75°25'58"W 71.24 FEET; THENCE N03°32'33"W 263.46 FEET, TO THE POINT OF BEGINNING, CONTAINING 6.97 ACREAS OF LAND (303,626 SFT), MORE OR LESS AND BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

PROPOSED PARCEL RM1 LEGAL DESCRIPTION (PART OF PARCELS: 22-26-101-028 & 22-26-101-024):

A PARCEL OF LAND LOCATED IN AND BEING PART OF THE NORTHWEST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN AND BEING MORE PATICULARLY DESCRIBED AS:

COMMENCING AT THE NORTHWEST CORNER OF SECTION 26, T1N, R8E, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN; THENCE N86°27'27"E 1554.10 FEET, ALONG THE NORTH SECTION LINE AND THE CENTERLINE OF 10 MILE ROAD (120 FEET WIDE); THENCE S03°32'33"E 60.01 FEET TO THE POINT OF BEGINNING; THENCE N86°27'27"E 573.65 FEET; THENCE S07°58'33"E 2012.13 FEET; THENCE S86°56'27"W 355.53 FEET; THENCE N35°58'56"W 279.43 FEET; THENCE N03°03'33"W 269.20 FEET; THENCE N86°56'27"E 30.00 FEET; THENCE N42°47'02"E 133.85 FEET; THENCE N04°10'41"W 519.60 FEET; THENCE N43°34'07"E 91.51 FEET; THENCE N41°34'10"W 105.00 FEET; THENCE S76°46'23"W 167.10 FEET; THENCE N86°22'13"W 420.86 FEET; THENCE S89°23'14"W 231.65 FEET; THENCE N31°29'21"W 339.33 FEET; THENCE N90°00'00"W 75.00 FEET; THENCE S60°51'08"W 96.39 FEET; THENCE N64°10'09"W 47.98 FEET; THENCE N32°30'06"W 64.67 FEET; THENCE N50°04'25"W 135.03 FEET; THENCE N75°25'58"W 71.24 FEET; THENCE N03°32'33"W 260.00 FEET, TO THE POINT OF BEGINNING; CONTAINING 27.07 ACREAS OF LAND (1,179,267 SFT), MORE OR LESS AND BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

PROPOSED PARCEL RM0 LEGAL DESCRIPTION (PART OF PARCELS: 22-26-101-028 & 22-26-101-024):

A PARCEL OF LAND LOCATED IN AND BEING PART OF THE NORTHWEST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN AND BEING MORE PATICULARLY DESCRIBED AS:

COMMENCING AT THE NORTHWEST CORNER OF SECTION 26, T1N, R8E, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN; THENCE N86°27'27"E 530.29 FEET, ALONG THE NORTH SECTION LINE AND THE CENTERLINE OF 10 MILE ROAD (120 FEET WIDE); THENCE S03°32'33"E 60.01 FEET TO THE POINT OF BEGINNING; THENCE N86°27'27"E 1023.81 FEET; THENCE S07°58'33"E 2012.13 FEET; THENCE S86°56'27"W 355.53 FEET; THENCE N35°58'56"W 279.43 FEET; THENCE N03°03'33"W 269.20 FEET; THENCE N86°56'27"E 30.00 FEET; THENCE N42°47'02"E 133.85 FEET; THENCE N04°10'41"W 519.60 FEET; THENCE N43°34'07"E 91.51 FEET; THENCE N41°34'10"W 105.00 FEET; THENCE S76°46'23"W 167.10 FEET; THENCE N86°22'13"W 420.86 FEET; THENCE S89°23'14"W 231.65 FEET; THENCE N31°29'21"W 339.33 FEET; THENCE N90°00'00"W 75.00 FEET; THENCE S60°51'08"W 96.39 FEET; THENCE N64°10'09"W 47.98 FEET; THENCE N32°30'06"W 64.67 FEET; THENCE N50°04'25"W 135.03 FEET; THENCE N75°25'58"W 71.24 FEET, THENCE N03°32'33"W 253.46 FEET, TO THE POINT OF BEGINNING, CONTAINING 34.04 ACREAS OF LAND (1,482,894 SFT), MORE OR LESS AND BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

BENCHMARKS:
BASE BENCHMARK:
#2331 CITY OF NOVI
BENCH TIE SET IN SOUTH FACE OF POWER POLE LOCATED EAST OF DRIVE #42850 AND 8 FEET NORTH OF BACK OF CURB
ELEVATION=886.47 (NAVD88)

SITE BENCHMARK 1:
ARROW ON HYDRANT
LOCATED SOUTH SIDE OF 10 MILE ROAD DIRECTLY NORTH OF SUBJECT PROPERTY
ELEVATION=878.13 (NAVD88)

SITE BENCHMARK 2:
ARROW ON HYDRANT
LOCATED SOUTH SIDE OF 10 MILE ROAD
ELEVATION=896.80

SITE BENCHMARK 3:
ARROW ON HYDRANT
LOCATED SOUTH SIDE OF 10 MILE ROAD
ELEVATION=900.48

FLOOD ZONE:
THE PROPERTY FALLS WITHIN FLOOD ZONE X AND ZONE AE, SPECIAL FLOOD HAZARD AND REGULATORY FLOODWAY (BASE FLOOD ELEVATIONS AS NOTED ON PLAN, RANGES FROM 875 TO 863)
MAP No. 26125C0628F & 26125C0629F
DATED: 9/29/2006

LEGEND

	SECTION CORNER
	OVERHEAD UTILITY LINES
	EXISTING FENCE
S	EXISTING SANITARY MANHOLE
	EXISTING STORM SQ. CATCH BASIN
	EXISTING STORM ROUND CATCH BASIN
	EXISTING STORM MANHOLE
	EXISTING GAS MARKER
	EXISTING FIRE HYDRANT
	UTILITY POLE
	PUBLIC INFORMATION SIGN
F.I.	FOUND IRON
F.MON.	FOUND MONUMENT
S.I.	SET IRON
P.O.C.	POINT OF COMMENCEMENT
P.O.B.	POINT OF BEGINNING

SEIBER KEAST LEHNER
ENGINEERING | SURVEYING
Professional Engineers
Professional Surveyors
Professional Landscape Architects
Professional Planners
Professional Traffic Engineers
Professional Environmental Consultants
Professional Construction Managers
Professional Facility Managers
Professional Asset Managers
Professional Project Managers
Professional Program Managers
Professional Consultants
Professional Contractors
Professional Suppliers
Professional Manufacturers
Professional Distributors
Professional Retailers
Professional Wholesalers
Professional Service Providers
Professional Technology Providers
Professional Software Providers
Professional Hardware Providers
Professional Network Providers
Professional Cloud Providers
Professional Data Providers
Professional Analytics Providers
Professional Artificial Intelligence Providers
Professional Machine Learning Providers
Professional Robotics Providers
Professional Automation Providers
Professional Internet of Things Providers
Professional Blockchain Providers
Professional Cybersecurity Providers
Professional Quantum Computing Providers
Professional Augmented Reality Providers
Professional Virtual Reality Providers
Professional Mixed Reality Providers
Professional Extended Reality Providers
Professional Metaverse Providers
Professional Web3 Providers
Professional Decentralized Finance Providers
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Professional Digital Asset Providers
Professional Cryptocurrency Providers
Professional Stablecoin Providers
Professional Central Bank Digital Currency Providers
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Professional Oracle Providers
Professional Interoperability Providers
Professional Scalability Providers
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Professional Community Engagement Providers
Professional Stakeholder Engagement Providers
Professional Public Relations Providers
Professional Marketing Providers
Professional Advertising Providers
Professional Sales Providers
Professional Customer Service Providers
Professional Technical Support Providers
Professional Training Providers
Professional Education Providers
Professional Research Providers
Professional Development Providers
Professional Innovation Providers
Professional Entrepreneurship Providers
Professional Leadership Providers
Professional Management Providers
Professional Governance Providers
Professional Compliance Providers
Professional Risk Management Providers
Professional Insurance Providers
Professional Legal Providers
Professional Accounting Providers
Professional Tax Providers
Professional Financial Providers
Professional Investment Providers
Professional Banking Providers
Professional Payment Providers
Professional Billing Providers
Professional Collection Providers
Professional Procurement Providers
Professional Supply Chain Providers
Professional Logistics Providers
Professional Transportation Providers
Professional Warehousing Providers
Professional Inventory Providers
Professional Quality Providers
Professional Safety Providers
Professional Health Providers
Professional Wellness Providers
Professional Fitness Providers
Professional Nutrition Providers
Professional Mental Health Providers
Professional Spiritual Providers
Professional Religious Providers
Professional Secular Providers
Professional Humanitarian Providers
Professional Disaster Relief Providers
Professional Emergency Response Providers
Professional Public Safety Providers
Professional Law Enforcement Providers
Professional Fire Protection Providers
Professional Emergency Medical Providers
Professional Search and Rescue Providers
Professional Military Providers
Professional Veterans Providers
Professional Government Providers
Professional Public Administration Providers
Professional Public Policy Providers
Professional Public Finance Providers
Professional Public Works Providers
Professional Public Utilities Providers
Professional Public Transportation Providers
Professional Public Education Providers
Professional Public Health Providers
Professional Public Safety Providers
Professional Public Welfare Providers
Professional Public Housing Providers
Professional Public Recreation Providers
Professional Public Libraries Providers
Professional Public Museums Providers
Professional Public Arts Providers
Professional Public Culture Providers
Professional Public Heritage Providers
Professional Public Tourism Providers
Professional Public Economic Development Providers
Professional Public Planning Providers
Professional Public Zoning Providers
Professional Public Code Enforcement Providers
Professional Public Building Inspection Providers
Professional Public Permitting Providers
Professional Public Licensing Providers
Professional Public Registration Providers
Professional Public Certification Providers
Professional Public Accreditation Providers
Professional Public Standards Providers
Professional Public Regulation Providers
Professional Public Enforcement Providers
Professional Public Adjudication Providers
Professional Public Mediation Providers
Professional Public Arbitration Providers
Professional Public Litigation Providers
Professional Public Appeals Providers
Professional Public Records Providers
Professional Public Archives Providers
Professional Public Information Providers
Professional Public Communication Providers
Professional Public Media Providers
Professional Public Broadcasting Providers
Professional Public Publishing Providers
Professional Public Printing Providers
Professional Public Graphic Design Providers
Professional Public Web Design Providers
Professional Public Software Development Providers
Professional Public Hardware Development Providers
Professional Public Network Development Providers
Professional Public Cloud Development Providers
Professional Public Data Development Providers
Professional Public Analytics Development Providers
Professional Public Artificial Intelligence Development Providers
Professional Public Machine Learning Development Providers
Professional Public Robotics Development Providers
Professional Public Automation Development Providers
Professional Public Internet of Things Development Providers
Professional Public Blockchain Development Providers
Professional Public Cybersecurity Development Providers
Professional Public Quantum Computing Development Providers
Professional Public Augmented Reality Development Providers
Professional Public Virtual Reality Development Providers
Professional Public Mixed Reality Development Providers
Professional Public Extended Reality Development Providers
Professional Public Metaverse Development Providers
Professional Public Web3 Development Providers
Professional Public Decentralized Finance Development Providers
Professional Public Non-Fungible Token Development Providers
Professional Public Digital Asset Development Providers
Professional Public Cryptocurrency Development Providers
Professional Public Stablecoin Development Providers
Professional Public Central Bank Digital Currency Development Providers
Professional Public Tokenization Development Providers
Professional Public Smart Contract Development Providers
Professional Public Oracle Development Providers
Professional Public Interoperability Development Providers
Professional Public Scalability Development Providers
Professional Public Sustainability Development Providers
Professional Public Environmental, Social, and Governance Development Providers
Professional Public Diversity, Equity, and Inclusion Development Providers
Professional Public Corporate Social Responsibility Development Providers
Professional Public Philanthropy Development Providers
Professional Public Volunteerism Development Providers
Professional Public Community Engagement Development Providers
Professional Public Stakeholder Engagement Development Providers
Professional Public Relations Development Providers
Professional Public Marketing Development Providers
Professional Public Advertising Development Providers
Professional Public Sales Development Providers
Professional Public Customer Service Development Providers
Professional Public Technical Support Development Providers
Professional Public Training Development Providers
Professional Public Education Development Providers
Professional Public Research Development Providers
Professional Public Development Development Providers
Professional Public Innovation Development Providers
Professional Public Entrepreneurship Development Providers
Professional Public Leadership Development Providers
Professional Public Management Development Providers
Professional Public Governance Development Providers
Professional Public Compliance Development Providers
Professional Public Risk Management Development Providers
Professional Public Insurance Development Providers
Professional Public Legal Development Providers
Professional Public Accounting Development Providers
Professional Public Tax Development Providers
Professional Public Financial Development Providers
Professional Public Investment Development Providers
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Professional Public Billing Development Providers
Professional Public Collection Development Providers
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Professional Public Supply Chain Development Providers
Professional Public Logistics Development Providers
Professional Public Transportation Development Providers
Professional Public Warehousing Development Providers
Professional Public Inventory Development Providers
Professional Public Quality Development Providers
Professional Public Safety Development Providers
Professional Public Health Development Providers
Professional Public Wellness Development Providers
Professional Public Fitness Development Providers
Professional Public Nutrition Development Providers
Professional Public Mental Health Development Providers
Professional Public Spiritual Development Providers
Professional Public Religious Development Providers
Professional Public Secular Development Providers
Professional Public Humanitarian Development Providers
Professional Public Disaster Relief Development Providers
Professional Public Emergency Response Development Providers
Professional Public Public Safety Development Providers
Professional Public Law Enforcement Development Providers
Professional Public Fire Protection Development Providers
Professional Public Emergency Medical Development Providers
Professional Public Search and Rescue Development Providers
Professional Public Military Development Providers
Professional Public Veterans Development Providers
Professional Public Government Development Providers
Professional Public Administration Development Providers
Professional Public Policy Development Providers
Professional Public Finance Development Providers
Professional Public Works Development Providers
Professional Public Utilities Development Providers
Professional Public Transportation Development Providers
Professional Public Education Development Providers
Professional Public Health Development Providers
Professional Public Safety Development Providers
Professional Public Welfare Development Providers
Professional Public Housing Development Providers
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Professional Public Arts Development Providers
Professional Public Culture Development Providers
Professional Public Heritage Development Providers
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Professional Public Building Inspection Development Providers
Professional Public Permitting Development Providers
Professional Public Licensing Development Providers
Professional Public Registration Development Providers
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Professional Public Accreditation Development Providers
Professional Public Standards Development Providers
Professional Public Regulation Development Providers
Professional Public Enforcement Development Providers
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Professional Public Mediation Development Providers
Professional Public Arbitration Development Providers
Professional Public Litigation Development Providers
Professional Public Appeals Development Providers
Professional Public Records Development Providers
Professional Public Archives Development Providers
Professional Public Information Development Providers
Professional Public Communication Development Providers
Professional Public Media Development Providers
Professional Public Broadcasting Development Providers
Professional Public Publishing Development Providers
Professional Public Printing Development Providers
Professional Public Graphic Design Development Providers
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Professional Public Governance Development Development Providers
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Professional Public Litigation Development Development Development Providers
Professional Public Appeals Development Development Development Providers
Professional Public Records Development Development Development Providers
Professional Public Archives Development Development Development Providers
Professional Public Information Development Development Development Providers
Professional Public Communication Development Development Development Providers
Professional Public Media Development Development Development Providers
Professional Public Broadcasting Development Development Development Providers
Professional Public Publishing Development Development Development Providers
Professional Public Printing Development Development Development Providers
Professional Public Graphic Design Development Development Development Providers
Professional Public Web Design Development Development Development Providers
Professional Public Software Development Development Development Development Providers
Professional Public Hardware Development Development Development Development Providers
Professional Public Network Development Development Development Development Providers
Professional Public Cloud Development Development Development Development Providers
Professional Public Data Development Development Development Development Providers
Professional Public Analytics Development Development Development Development Providers
Professional Public Artificial Intelligence Development Development Development Development Providers
Professional Public Machine Learning Development Development Development Development Providers
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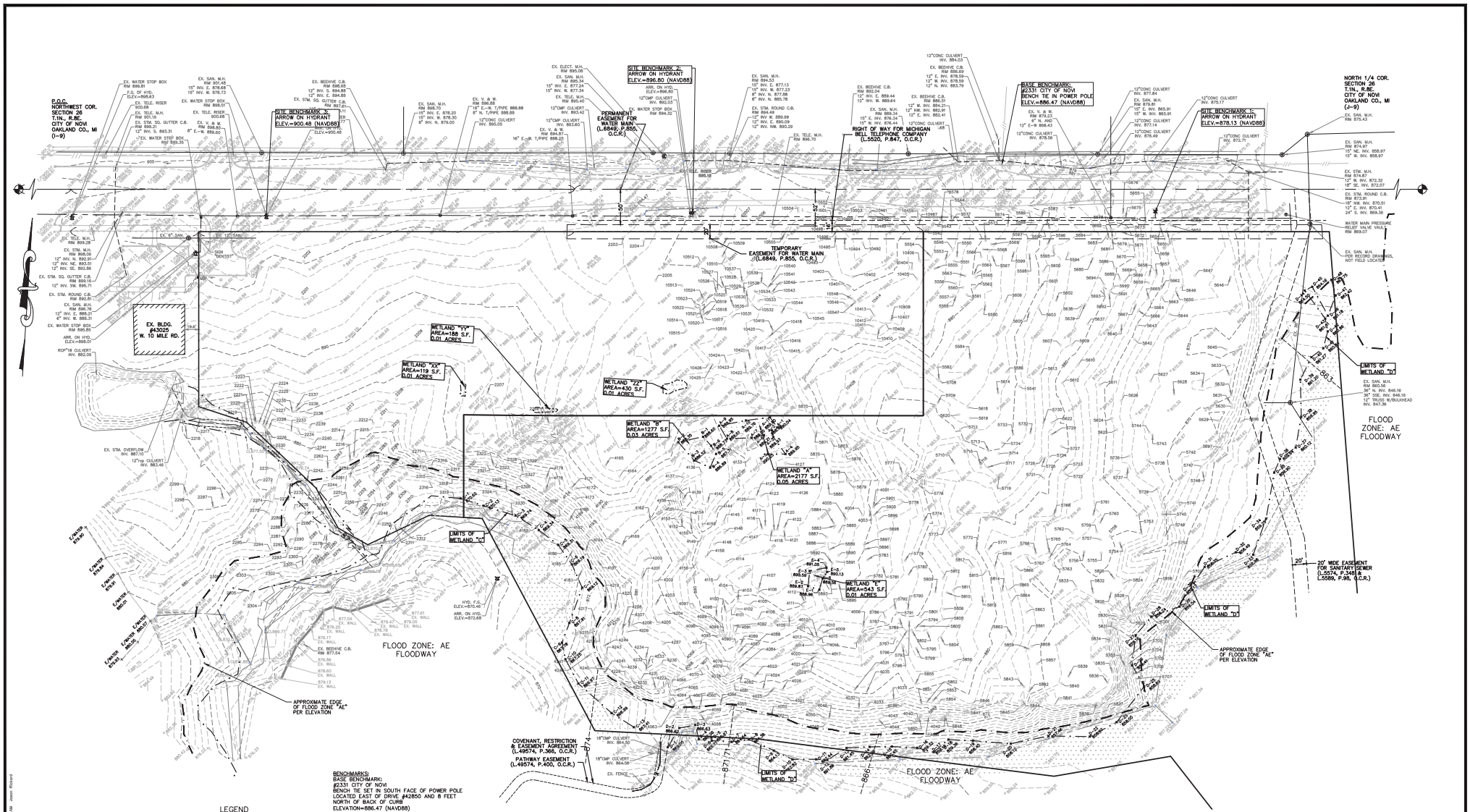
Professional Public Tokenization Development Development Development Development Providers
Professional Public Smart Contract Development Development Development Development Providers
Professional Public Oracle Development Development Development Development Providers
Professional Public Interoperability Development Development Development Development Providers
Professional Public Scalability Development Development Development Development Providers
Professional Public Sustainability Development Development Development Development Providers
Professional Public Environmental, Social, and Governance Development Development Development Development Providers
Professional Public Diversity, Equity, and Inclusion Development Development Development Development Providers
Professional Public Corporate Social Responsibility Development Development Development Development Providers
Professional Public Philanthropy Development Development Development Development Providers
Professional Public Volunteerism Development Development Development Development Providers
Professional Public Community Engagement Development Development Development Development Providers
Professional Public Stakeholder Engagement Development Development Development Development Providers
Professional Public Relations Development Development Development Development Providers
Professional Public Marketing Development Development Development Development Providers
Professional Public Advertising Development Development Development Development Providers
Professional Public Sales Development Development Development Development Providers
Professional Public Customer Service Development Development Development Development Providers
Professional Public Technical Support Development Development Development Development Providers
Professional Public Training Development Development Development Development Providers
Professional Public Education Development Development Development Development Providers
Professional Public Research Development Development Development Development Providers
Professional Public Development Development Development Development Development Providers
Professional Public Innovation Development Development Development Development Providers
Professional Public Entrepreneurship Development Development Development Development Providers
Professional Public Leadership Development Development Development Development Providers
Professional Public Management Development Development Development Development Providers
Professional Public Governance Development Development Development Development Providers
Professional Public Compliance Development Development Development Development Providers
Professional Public Risk Management Development Development Development Development Providers
Professional Public Insurance Development Development Development Development Providers
Professional Public Legal Development Development Development Development Providers
Professional Public Accounting Development Development Development Development Providers
Professional Public Tax Development Development Development Development Providers
Professional



LEGEND

- SECTION CORNER
- OVERHEAD UTILITY LINES
- EXISTING FENCE
- EXISTING SANITARY MANHOLE
- EXISTING STORM SQ. CATCH BASIN
- EXISTING STORM ROUND CATCH BASIN
- EXISTING STORM MANHOLE
- EXISTING GAS MARKER
- EXISTING FIRE HYDRANT
- UTILITY POLE
- PUBLIC INFORMATION SIGN
- F.I. FOUND IRON
- F.MON. FOUND MONUMENT
- S.I. SET IRON
- P.O.C. POINT OF COMMENCEMENT
- P.O.B. POINT OF BEGINNING

BENCHMARKS:
BASE BENCHMARK:
#2331 CITY OF NOVI
BENCH TIE SET IN SOUTH FACE OF POWER POLE LOCATED EAST OF DRIVE #42850 AND 8 FEET NORTH OF BACK OF CURB
ELEVATION=886.47 (NAVD88)

SITE BENCHMARK 1:
ARROW ON HYDRANT
LOCATED SOUTH SIDE OF 10 MILE ROAD DIRECTLY NORTH OF SUBJECT PROPERTY
ELEVATION=878.13 (NAVD88)

SITE BENCHMARK 2:
ARROW ON HYDRANT
LOCATED SOUTH SIDE OF 10 MILE ROAD
ELEVATION=896.80

SITE BENCHMARK 3:
ARROW ON HYDRANT
LOCATED SOUTH SIDE OF 10 MILE ROAD
ELEVATION=900.48

FLOOD ZONE:
THE PROPERTY FALLS WITHIN FLOOD ZONE X AND ZONE AE, SPECIAL FLOOD HAZARD AND REGULATORY FLOODWAY (BASE FLOOD ELEVATIONS AS NOTED ON PLAN, RANGES FROM 875 TO 883)
MAP No. 26125C0628F & 26125C0629F
DATED: 9/29/2006

UTILITY DISCLAIMER NOTE:
ALL WATER MAIN, SEWER LINES AND UNDERGROUND UTILITY LINES HAVE BEEN FIELD LOCATED WHERE VISIBLE. WHEN AVAILABLE, UNDERGROUND LOCATIONS HAVE BEEN TAKEN FROM RECORD DOCUMENTS, AND NO GUARANTEE CAN BE MADE TO THE EXACTNESS OF THESE LOCATIONS.

GRAPHIC SCALE
60 0 30 60 120
(IN FEET)
1" = 60'

* MISS DIG NOT CONTACTED FOR SURVEY *

811
3 WORKING DAYS BEFORE YOU DIG CALL MISS DIG 1-800-482-7171
TOLL FREE FOR THE LOCATION OF UNDERGROUND FACILITIES

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SEIBER KEAST LEHNER
ENGINEERING | SURVEYING

CIVIL/SITE ENGINEERING
TRAFFIC ENGINEERING
LAND DEVELOPMENT CONSULTANTS
CIVIL ENGINEERING
SURVEYING

FARMINGTON HILLS OFFICE
30903 NORTHWESTERN HIGHWAY, SUITE 150
FARMINGTON HILLS, MI 48334
248.553.2525

CLIENT:
NOVI TEN ASSOCIATES, LLC
7 W. SQUARE LAKE ROAD
BLOOMFIELD HILLS
MICHIGAN 48302
248.909.1308

DRAWN BY: N.G.
DATE: 05-29-23
CHECKED BY: J.R.
JOB No.: 21-006

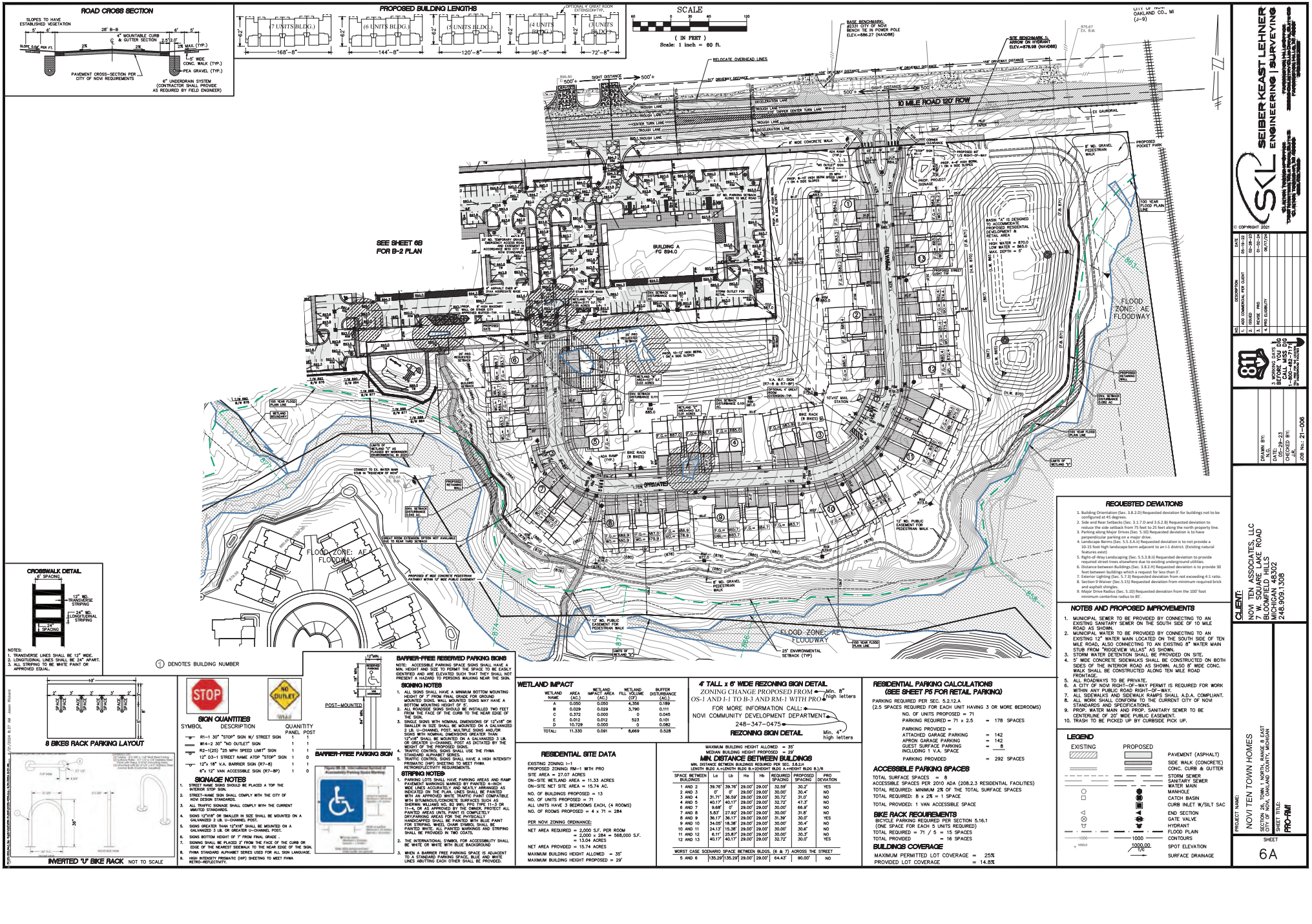
NO.	DESCRIPTION	DATE
1.	ADD COMMERCIAL PER CLIENT	05-19-22
2.	ISSUED	02-28-23
3.	REVISE PRO	01-02-24
4.	PRO ELIGIBILITY	08/17/24

PROJECT NAME:
NOVI TEN TOWN HOMES
SECTION 26, TOWN 1 NORTH, RANGE 8 EAST
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

SHEET TITLE:
TOPOGRAPHIC SURVEY

SHEET
3

J:\21-006 Novi Ten North\CAD\PRO PLANS\21006-TPO.dwg 6/5/2024 8:27 AM Jason Rickard



CROSSWALK DETAIL

NOTES:
1. TRANSVERSE LINES SHALL BE 12" WIDE.
2. LONGITUDINAL LINES SHALL BE 24" APART.
3. ALL STRIPING TO BE WHITE PAINT OR APPROVED EQUAL.

8 BIKES RACK PARKING LAYOUT

INVERTED 'U' BIKE RACK NOT TO SCALE

SIGN QUANTITIES

SYMBOL	DESCRIPTION	QUANTITY	PANEL	POST
	R1-1 30" "STOP" SIGN W/ STREET SIGN	1	1	
	W14-2 30" "NO OUTLET" SIGN	1	1	
	R2-1(25) "25 MPH SPEED LIMIT" SIGN	1	1	
	12" D3-1 STREET NAME ATOP "STOP" SIGN	1	0	
	12"x 18" V.A. BARRIER SIGN (R7-8)	1	1	
	6"x 12" VAN ACCESSIBLE SIGN (R7-8P)	1	0	

SIGNAGE NOTES

1. STREET NAME SIGNS SHOULD BE PLACED A TOP THE INTERIOR STOP SIGN.
2. STREET-NAME SIGN SHALL COMPLY WITH THE CITY OF NOVI DESIGN STANDARDS.
3. ALL TRAFFIC SIGNAGE SHALL COMPLY WITH THE CURRENT MMUTD STANDARDS.
4. SIGNS 12"x18" OR SMALLER IN SIZE SHALL BE MOUNTED ON A GALVANIZED 2 LB. U-CHANNEL POST.
5. SIGNS GREATER THAN 12"X18" SHALL BE MOUNTED ON A GALVANIZED 3 LB. OR GREATER U-CHANNEL POST.
6. SIGNS BOTTOM HEIGHT OF 7' FROM FINAL GRADE .
7. SIGNING SHALL BE PLACED 2' FROM THE FACE OF THE CURB OR EDGE OF THE NEAREST SIDEWALK TO THE NEAR EDGE OF THE SIGN.
8. FHWA STANDARD ALPHABET SERIES USED FOR ALL SIGN LANGUAGE.
9. HIGH INTENSITY PRISMATIC (HIP) SHEETING TO MEET FHWA RETRO-REFLECTIVITY.

BARRIER-FREE PARKING SIGN

BARRIER-FREE RESERVED PARKING SIGNS

NOTE: ACCESSIBLE PARKING SPACE SIGNS SHALL HAVE A MIN. HEIGHT AND SIZE TO PERMIT THE SPACE TO BE EASILY IDENTIFIED AND ARE ELEVATED SUCH THAT THEY SHALL NOT PRESENT A HAZARD TO PERSONS WALKING NEAR THE SIGN.

SIGNING NOTES

1. ALL SIGNS SHALL HAVE A MINIMUM BOTTOM MOUNTING HEIGHT OF 7' FROM FINAL GRADE FOR GROUND MOUNTED SIGNS. WALL MOUNTED SIGNS MAY HAVE A BOTTOM MOUNTING HEIGHT OF 5'.
2. ALL ROADSIDE SIGNS SHOULD BE INSTALLED TWO FEET FROM THE FACE OF THE CURB TO THE NEAR EDGE OF THE SIGN.
3. SINGLE SIGNS WITH NOMINAL DIMENSIONS OF 12"x18" OR SMALLER IN SIZE SHALL BE MOUNTED ON A GALVANIZED 2 LB. U-CHANNEL POST. MULTIPLE SIGNS AND/OR SIGNS WITH NOMINAL DIMENSIONS GREATER THAN 12"x18" SHALL BE MOUNTED ON A GALVANIZED 3 LB. OR GREATER U-CHANNEL POST AS DICTATED BY THE WEIGHT OF THE PROPOSED SIGNS.
4. TRAFFIC CONTROL SIGNS SHALL USE THE FHWA STANDARD ALPHABET SERIES.
5. TRAFFIC CONTROL SIGNS SHALL HAVE A HIGH INTENSITY PRISMATIC (HIP) SHEETING TO MEET FHWA RETROREFLECTIVITY REQUIREMENTS.

STRIPING NOTES

1. PARKING LOTS SHALL HAVE PARKING AREAS AND RAMP PAVEMENT MARKINGS MARKED BY PAINTED 4 INCH WIDE LINES ACCURATELY AND NEATLY ARRANGED AS INDICATED ON THE PLAN. LINES SHALL BE PAINTED WITH AN APPROVED WHITE TRAFFIC PAINT COMPATIBLE WITH BITUMINOUS/CONCRETE SURFACES SUCH AS SHERWIN WILLIAMS NO. B2 WHI; PPG TYPE 11-33 OR TYPE 11-34 AS APPROVED BY THE OWNER. PROTECT ALL PAINTED AREAS FROM TRAFFIC UNTIL DRY. PAINTING AREAS FOR THE SPECIALLY HANDICAPPED SHALL BE PAINTED WITH BLUE PAINT FOR STRIPING. WHEEL CHAIR SYMBOL SHALL BE PAINTED WHITE. ALL PAINTED MARKINGS AND STRIPING SHALL BE PROVIDED IN TWO COATS.
2. THE INTERNATIONAL SYMBOL FOR ACCESSIBILITY SHALL BE WHITE OR WHITE WITH BLUE BACKGROUND.
3. WHEN A BARRIER FREE PARKING SPACE IS ADJACENT TO A STANDARD PARKING SPACE, BLUE AND WHITE LINES ABUTTING EACH OTHER SHALL BE PROVIDED.

WETLAND IMPACT

WETLAND NAME	AREA (AC.)	WETLAND IMPACT AREA (AC.)	WETLAND FILL VOLUME (CF)	BUFFER DISTURBANCE (AC.)
A	0.050	0.050	4,356	0.189
B	0.029	0.029	3,790	0.111
C	0.372	0.000	0	0.045
E	0.012	0.012	523	0.101
D	10.729	0.000	0	0.082
TOTAL:	11.330	0.091	8,669	0.528

4' TALL x 6' WIDE REZONING SIGN DETAIL

ZONING CHANGE PROPOSED FROM OS-1 AND I-1 TO B-3 AND RM-1 WITH PRO

FOR MORE INFORMATION CALL: NOVI COMMUNITY DEVELOPMENT DEPARTMENT 248-347-0475

REZONING SIGN DETAIL

Min. 8" high letters

Min. 4" high letters

RESIDENTIAL SITE DATA

EXISTING ZONING: I-1
PROPOSED ZONING: RM-1 WITH PRO
SITE AREA = 27.07 ACRES
ON-SITE WETLAND AREA = 11.33 ACRES
ON-SITE NET SITE AREA = 15.74 AC.
NO. OF BUILDINGS PROPOSED = 13
NO. OF UNITS PROPOSED = 71
ALL UNITS HAVE 3 BEDROOMS EACH, (4 ROOMS)
NO. OF ROOMS PROPOSED = 4 x 71 = 284

PER NOVI ZONING ORDINANCE:
NET AREA REQUIRED = 2,000 S.F. PER ROOM = 2,000 x 284 = 568,000 S.F. = 13.04 ACRES
NET AREA PROVIDED = 15.74 ACRES
MAXIMUM BUILDING HEIGHT ALLOWED = 35'
MAXIMUM BUILDING HEIGHT PROPOSED = 29'

MAXIMUM BUILDING HEIGHT ALLOWED = 35'
MEDIAN BUILDING HEIGHT PROPOSED = 29'

MIN. DISTANCE BETWEEN BUILDINGS

MIN. DISTANCE BETWEEN BUILDINGS REQUIRED PER SEC. 3.6.2.H

SPACE BETWEEN BUILDINGS	LENGTH BLDG A+LENGTH BLDG B÷2	HEIGHT BLDG A+HEIGHT BLDG B÷2	REQUIRED SPACING	PROPOSED SPACING	PRO DEVIATION
1 AND 2	39.76'	39.76'	29.00'	29.00'	32.59'	30.2'	YES
2 AND 3	0'	0'	29.00'	29.00'	30.00'	30.4'	NO
3 AND 4	31.71'	36.59'	29.00'	29.00'	30.72'	31.0'	NO
4 AND 5	40.17'	40.17'	29.00'	29.00'	32.72'	47.3'	NO
6 AND 7	9.68'	0'	29.00'	29.00'	30.00'	66.9'	NO
7 AND 8	5.83'	27.92'	29.00'	29.00'	30.00'	31.8'	NO
8 AND 9	36.17'	36.17'	29.00'	29.00'	31.39'	30.0'	YES
9 AND 10	34.05'	18.36'	29.00'	29.00'	35.00'	30.4'	NO
10 AND 11	24.13'	15.38'	29.00'	29.00'	30.00'	30.6'	NO
11 AND 12	6.11'	25.83'	29.00'	29.00'	30.00'	30.3'	NO
12 AND 13	40.17'	40.17'	29.00'	29.00'	32.72'	30.0'	YES

WORST CASE SCENARIO SPACE BETWEEN BLDGS. (6 & 7)				ACROSS THE STREET	
5 AND 6	135.29'	135.29'	29.00'	29.00'	64.43'	90.00'	NO

RESIDENTIAL PARKING CALCULATIONS (SEE SHEET P5 FOR RETAIL PARKING)

PARKING REQUIRED PER SEC. 5.2.12.A
(2.5 SPACES REQUIRED FOR EACH UNIT HAVING 3 OR MORE BEDROOMS)

NO. OF UNITS PROPOSED = 71
PARKING REQUIRED = 71 x 2.5 = 178 SPACES

PARKING PROVIDED =
ATTACHED GARAGE PARKING = 142
APRON GARAGE PARKING = 142
GUEST SURFACE PARKING = 8
INCLUDING 1 V.A. SPACE
PARKING PROVIDED = 292 SPACES

ACCESSIBLE PARKING SPACES

TOTAL SURFACE SPACES = 8
ACCESSIBLE SPACES PER 2010 ADA (208.2.3 RESIDENTIAL FACILITIES)
TOTAL REQUIRED: MINIMUM 2% OF THE TOTAL SURFACE SPACES
TOTAL REQUIRED: 8 x 2% = 1 SPACE
TOTAL PROVIDED: 1 VAN ACCESSIBLE SPACE

BIKE RACK REQUIREMENTS

BICYCLE PARKING REQUIRED PER SECTION 5.16.1
(ONE SPACE FOR EACH 5 UNITS REQUIRED)
TOTAL REQUIRED = 71 / 5 = 15 SPACES
TOTAL PROVIDED = 16 SPACES

BUILDING COVERAGE

MAXIMUM PERMITTED LOT COVERAGE = 25%
PROVIDED LOT COVERAGE = 14.8%

REQUESTED DEVIATIONS

1. Building Orientation (Sec. 3.8.2.D) Requested deviation for buildings not to be configured at 45 degrees.
2. Side and Rear Setbacks (Sec. 3.1.7.D and 3.6.2.B) Requested deviation to reduce the side setback from 75 feet to 25 feet along the north property line.
3. Parking along Major Drives (Sec. 5.10) Requested deviation is to have perpendicular parking on a major drive.
4. Landscape Berms (Sec. 5.5.3.A.ii) Requested deviation is to not provide a 10-15 foot high landscape berm adjacent to an I-1 district. (Existing natural features exist)
5. Right-of-Way Landscaping (Sec. 5.5.3.B.ii) Requested deviation to provide required street trees elsewhere due to existing underground utilities.
6. Distance between Buildings (Sec. 3.8.2.H) Requested deviation is to provide 30 feet between buildings which a request for less than 3'.
7. Exterior Lighting (Sec. 5.7.3) Requested deviation from not exceeding 4:1 ratio.
8. Section 9 Waiver (Sec.5.15) Requested deviation from minimum required brick and asphalt shingles.
9. Major Drive Radius (Sec. 5.10) Requested deviation from the 100' foot minimum centerline radius to 85'.

NOTES AND PROPOSED IMPROVEMENTS

1. MUNICIPAL SEWER TO BE PROVIDED BY CONNECTING TO AN EXISTING SANITARY SEWER ON THE SOUTH SIDE OF 10 MILE ROAD AS SHOWN.
2. MUNICIPAL WATER TO BE PROVIDED BY CONNECTING TO AN EXISTING 12" WATER MAIN LOCATED ON THE SOUTH SIDE OF TEN MILE ROAD, ALSO CONNECTING TO AN EXISTING 8" WATER MAIN STUB FROM "RIDGEVIEW VILLAS" AS SHOWN.
3. STORM WATER DETENTION SHALL BE PROVIDED ON SITE.
4. 5' WIDE CONCRETE SIDEWALKS SHALL BE CONSTRUCTED ON BOTH SIDES OF THE INTERIOR ROAD AS SHOWN. ALSO 8' WIDE CONC. WALK SHALL BE CONSTRUCTED ALONG TEN MILE ROAD FRONTAGE.
5. ALL ROADWAYS TO BE PRIVATE.
6. A CITY OF NOVI RIGHT-OF-WAY PERMIT IS REQUIRED FOR WORK WITHIN ANY PUBLIC ROAD RIGHT-OF-WAY.
7. ALL SIDEWALKS AND SIDEWALK RAMPS SHALL A.D.A. COMPLIANT.
8. ALL WORK SHALL CONFORM TO THE CURRENT CITY OF NOVI STANDARDS AND SPECIFICATIONS.
9. PROP. WATER MAIN AND PROP. SANITARY SEWER TO BE CENTERLINE OF 20' WIDE PUBLIC EASEMENT.
10. TRASH TO BE PICKED UP BY CURBSIDE PICK UP.

LEGEND

EXISTING	PROPOSED	
		PAVEMENT (ASPHALT)
		SIDE WALK (CONCRETE) CONC. CURB & GUTTER
		STORM SEWER
		SANITARY SEWER
		WATER MAIN
		MANHOLE
		CATCH BASIN
		CURB INLET W/SILT SAC
		END SECTION
		GATE VALVE
		HYDRANT
		FLOOD PLAIN
1000	1000	CONTOURS
1000.00	1000.00 T/C	SPOT ELEVATION
		SURFACE DRAINAGE

SEIBER KEAST LEHNER
ENGINEERING | SURVEYING

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NO.	DESCRIPTION	DATE
1.	ADD COMMERCIAL PER CLIENT	05-15-23
2.	REVISED	05-29-23
3.	PER PRO MTG	06/7/23
4.	PRO SUBMITTAL	

3 WORKING DAYS BEFORE YOU DIG MISS DIG 811 1-800-482-7171 or 811 www.missdig.org

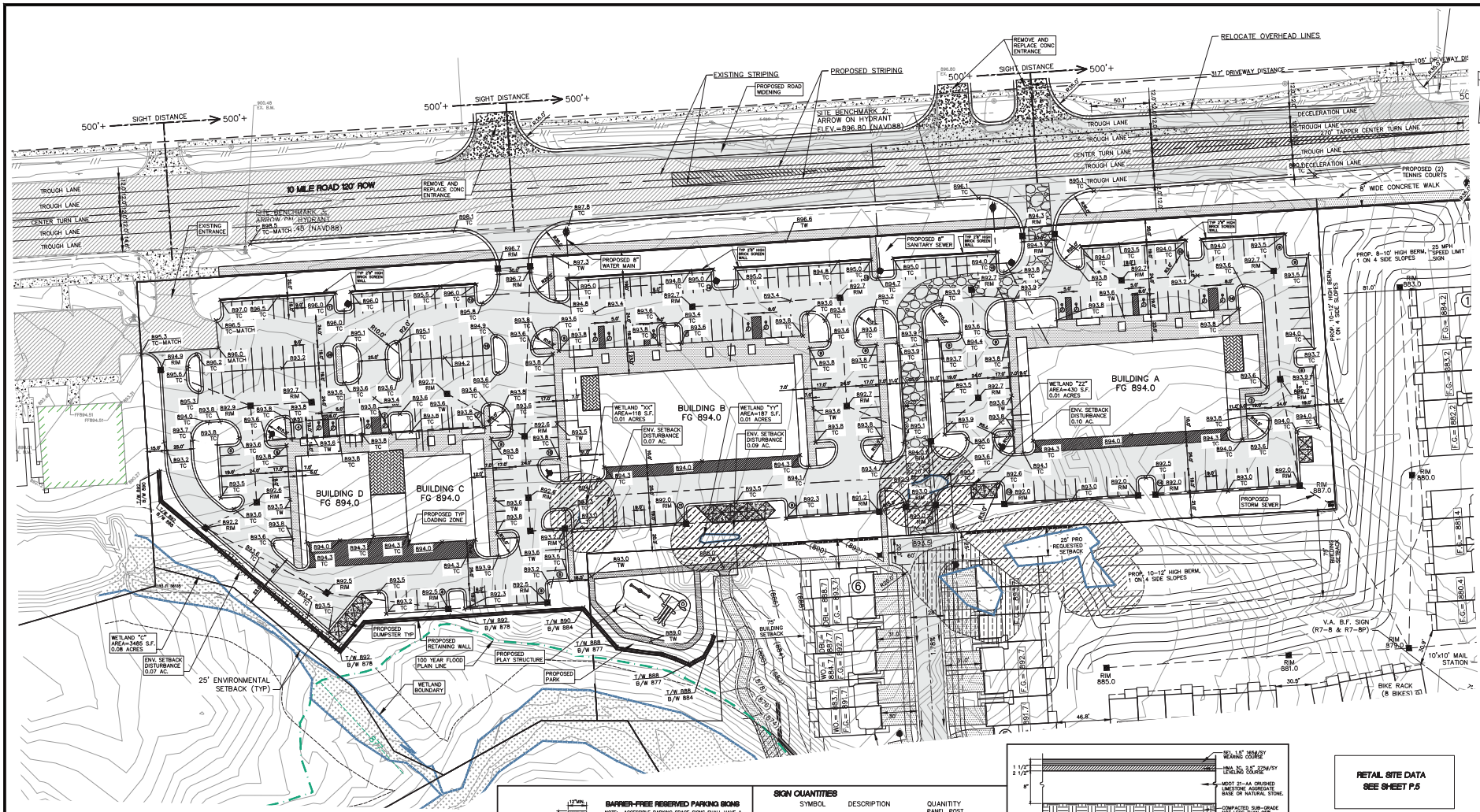
DRAWN BY: LJ
DATE: 05-29-23
CHECKED BY: AT
JOB No: 21-006

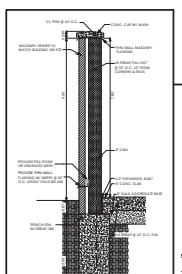
CLIENT:
NOVI TEN ASSOCIATES, LLC
27 W. SQUARE LAKE ROAD
BLOOMFIELD HILLS
MICHIGAN 48302
248.909.1308

PROJECT NAME:
NOVI TEN TOWN HOMES
SECTION 29, TOWN 1 NORTH, RANGE 8 EAST
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

SHEET TITLE:
PRO-RIM

SHEET
6A

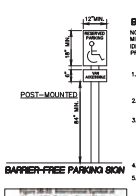




DUMPSTER ENCLOSURE DETAIL

NOTES:

1. ALL ROADWAYS TO BE PRIVATE.
2. A CITY OF NOVI RIGHT-OF-WAY PERMIT IS REQUIRED FOR WORK WITHIN ANY PUBLIC ROAD RIGHT-OF-WAY.
3. ALL SIDEWALKS AND SIDEWALK RAMPS SHALL A.D.A. COMPLIANT.
4. ALL WORK SHALL CONFORM TO THE CURRENT CITY OF NOVI STANDARDS AND SPECIFICATIONS.
5. ALL PAVEMENT MARKINGS, TRAFFIC CONTROL SIGNS, AND PARKING SIGNS SHALL COMPLY WITH THE DESIGN & PLACEMENT REQUIREMENTS OF THE 2011 MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. ALL ROADWAY SIGNS SHOULD BE INSTALLED TWO FEET FROM THE FACE OF CURB OR EDGE OF SIDEWALK TO THE NEAR EDGE OF THE SIGN.
6. PROP. WATER MAIN AND PROP. SANITARY SEWER TO BE CENTERLINE OF 20' WS. PUBLIC EASEMENT.
7. ALL ON-SITE EXISTING POWER POLES AND OVERHEAD WIRES SHOULD BE RELOCATED AND/OR REMOVED.
8. COMPACTED SAND BACKFILL WILL BE PROVIDED FOR ALL UTILITIES WITHIN THE INFLUENCE OF PAVED AREAS.
9. A 3' BUFFER DISTANCE SHALL BE PROVIDED BETWEEN THE SIDEWALK AND ANY FIXED OBJECTS.
10. THE CITY OF NOVI HAS NO RESPONSIBILITY TO IMPROVE OR MAINTAIN PRIVATE STREETS CONTAINED WITHIN OR PRIVATE STREETS PROVIDING ACCESS TO THE PROPERTY DESCRIBED IN THIS PLAN.
11. DEWATERING IS NOT ANTICIPATED FOR THIS PROJECT. IF DEWATERING IS REQUIRED, A DEWATERING PLAN MUST BE SUBMITTED TO NOVI FOR APPROVAL.



BARRIER-FREE PARKING SIGN

BARRIER-FREE RESERVED PARKING SIGNS

NOTE: ACCESSIBLE PARKING SPACE SIGNS SHALL HAVE A MIN. HEIGHT AND SIZE TO PERMIT THE SPACE TO BE EASILY IDENTIFIED AND ARE ELEVATED SUCH THAT THEY SHALL NOT PRESENT A HAZARD TO PERSONS WALKING NEAR THE SIGN.

SIGNING NOTES

1. ALL SIGNS SHALL HAVE A MINIMUM BOTTOM MOUNTING HEIGHT OF 7' FROM FINAL GRADE FOR GROUND MOUNTED SIGNS. WALL MOUNTED SIGNS MAY HAVE A BOTTOM MOUNTING HEIGHT OF 5'.
2. ALL ROADSIDE SIGNS SHOULD BE INSTALLED TWO FEET FROM THE FACE OF THE CURB TO THE NEAR EDGE OF THE SIGN.
3. TRAFFIC SIGNS WITH NOMINAL DIMENSIONS OF 12"x18" OR SMALLER IN SIZE SHALL BE MOUNTED ON A GALVANIZED 2 LB. U-CHANNEL POST. MULTIPLE SIGNS AND/OR SIGNS WITH NOMINAL DIMENSIONS GREATER THAN 12"x18" SHALL BE MOUNTED ON A GALVANIZED 3 LB. OR GREATER U-CHANNEL POST AS DICTATED BY THE WEIGHT OF THE PROPOSED SIGNS.
4. TRAFFIC CONTROL SIGNS SHALL USE THE FHWA STANDARD ALPHABET SERIES.
5. TRAFFIC CONTROL SIGNS SHALL HAVE A HIGH INTENSITY PRISMATIC (HIP) SHEETING TO MEET FHWA RETROREFLECTIVITY REQUIREMENTS.

STRIPING NOTES

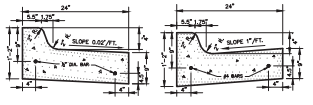
1. PARKING LOTS SHALL HAVE PARKING AREAS AND RAMP PAVEMENT MARKINGS MARKED BY PAINTED 4-INCH WIDE LINES ACCURATELY AND NEATLY ARRANGED AS INDICATED ON THE PLAN. LINES SHALL BE PAINTED WITH AN APPROVED WHITE TRAFFIC PAINT COMPATIBLE WITH BITUMINOUS/CONCRETE SURFACES SUCH AS SHERWIN WILLIAMS NO. 82 9W1; PPG TYPE 11-3 OR 11-4, OR AS APPROVED BY THE OWNER. PROTECT ALL PAINTED AREAS UNTIL PAINT IS COMPLETELY DRY/CURED. ALL PAINTED MARKINGS AND HANDICAPPED SIGNS SHALL BE PAINTED WITH BLUE PAINT FOR STRIPING. WHEEL CHAIR SYMBOL SHALL BE PAINTED WHITE. ALL PAINTED MARKINGS AND STRIPING SHALL BE PROVIDED IN TWO COATS.
2. THE INTERNATIONAL SYMBOL FOR ACCESSIBILITY SHALL BE WHITE OR WHITE WITH BLUE BACKGROUND
3. WHEN A BARRIER FREE PARKING SPACE IS ADJACENT TO A STANDARD PARKING SPACE, BLUE AND WHITE LINES ABUTTING EACH OTHER SHALL BE PROVIDED.

SIGN QUANTITIES

SYMBOL	DESCRIPTION	QUANTITY PANEL	POST
R1	R1-1 30" "STOP" SIGN W/ STREET SIGN	2	2
	12"x 18" BARRIER SIGN (R7-8)	14	14
	6"x 12" VAN ACCESSIBLE SIGN (R7-8P)	6	0

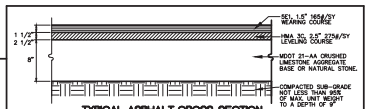
WETLAND IMPACT

WETLAND NAME	AREA (AC.)	WETLAND IMPACT AREA (AC.)	WETLAND FILL VOLUME (CF)	BUFFER DISTURBANCE (AC.)
XX	0.01	0.01	354	0.07
YY	0.01	0.01	561	0.09
ZZ	0.01	0.01	1290	0.10
C	0.08	0	0	0.02
TOTAL:	0.11	0.03	2205	0.28

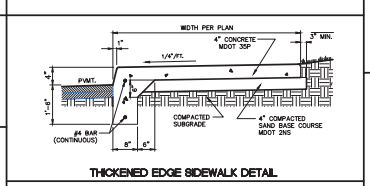


STRAIGHT FACE CONCRETE CURB REVERSE GUTTER DETAIL

STRAIGHT FACE CONCRETE CURB STANDARD GUTTER DETAIL



TYPICAL ASPHALT CROSS-SECTION



THICKENED EDGE SIDEWALK DETAIL

CONCRETE SIDEWALK DETAIL

RETAIL SITE DATA SEE SHEET P.5

SCALE

40 0 20 40 80

(IN FEET)

Scale: 1 inch = 40 ft.

LEGEND

EXISTING	PROPOSED	
		PAVEMENT (ASPHALT)
		SIDE WALK (CONCRETE) CONC. CURB & GUTTER
		STORM SEWER
		SANITARY SEWER
		WATER MAIN
		MANHOLE
		CATCH BASIN
		CURB INLET W/SILT SAC
		END SECTION
		GATE VALVE
		HYDRANT
		FLOOD PLAIN
1000	1000	CONTOURS
1000.0	1000.00 T/C	SPOT ELEVATION
		SURFACE DRAINAGE

CLIENT:
NOVI TEN ASSOCIATES, LLC
41 W. SQUARE LAKE ROAD
BLOOMFIELD HILLS
MICHIGAN 48302
248.909.1308

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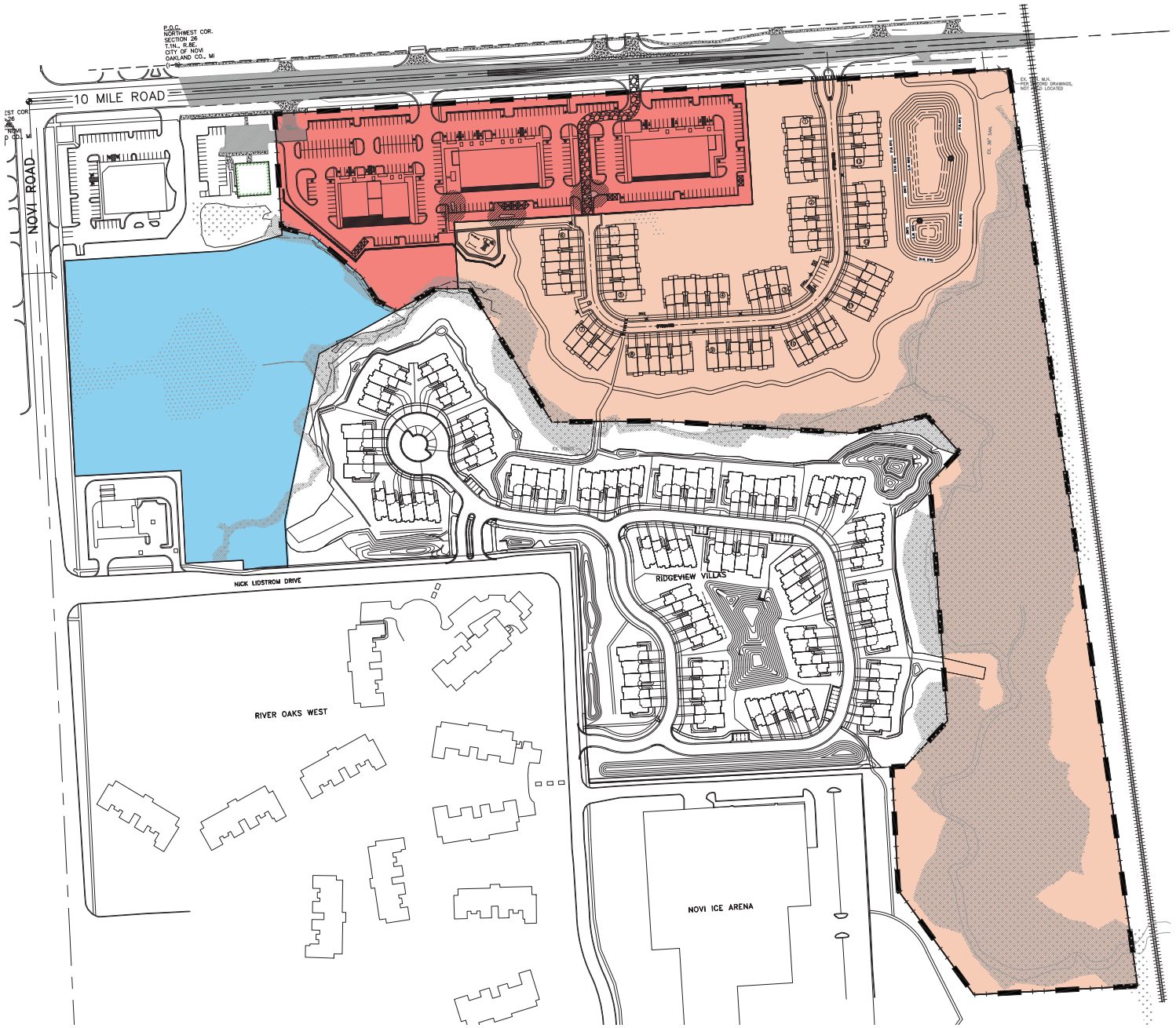
NO.	DESCRIPTION	DATE
1.	ADD DIMENSIONAL PER CLIENT	05-19-23
2.	REVISED	05-29-23
3.	REVISED	06/7/23
4.	PER CLIENT	06/7/23

MISS DIG 811
3 WORKING DAYS BEFORE YOU DIG
1-800-482-7171
WWW.MISSDIG811.ORG

DRAWN BY: AJS
DATE: 05-29-23
CHECKED BY: JAK
JOB No.: 21-006

PROJECT NAME:
NOVI TEN TOWN HOMES
SECTION 26, TOWN 1 NORTH, RANGE 8 EAST
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN
SHEET TITLE:
PRC-B-2

SHEET
6B



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NO.	DESCRIPTION	DATE
1.	ADD COMMERCIAL PER CLIENT	05-15-23
2.	REVISED PER	02-28-23
3.	REVISE PRO	01-04-24
4.	PRO CLARIFY	04/17/24

MISS DIG 811
3 WORKING DAYS BEFORE YOU DIG CALL MISS DIG 1-800-482-7171 OR MISSDIG811.ORG

DRAWN BY: LAS
DATE: 05-29-23
CHECKED BY: JAK
JOB No.: 21-006

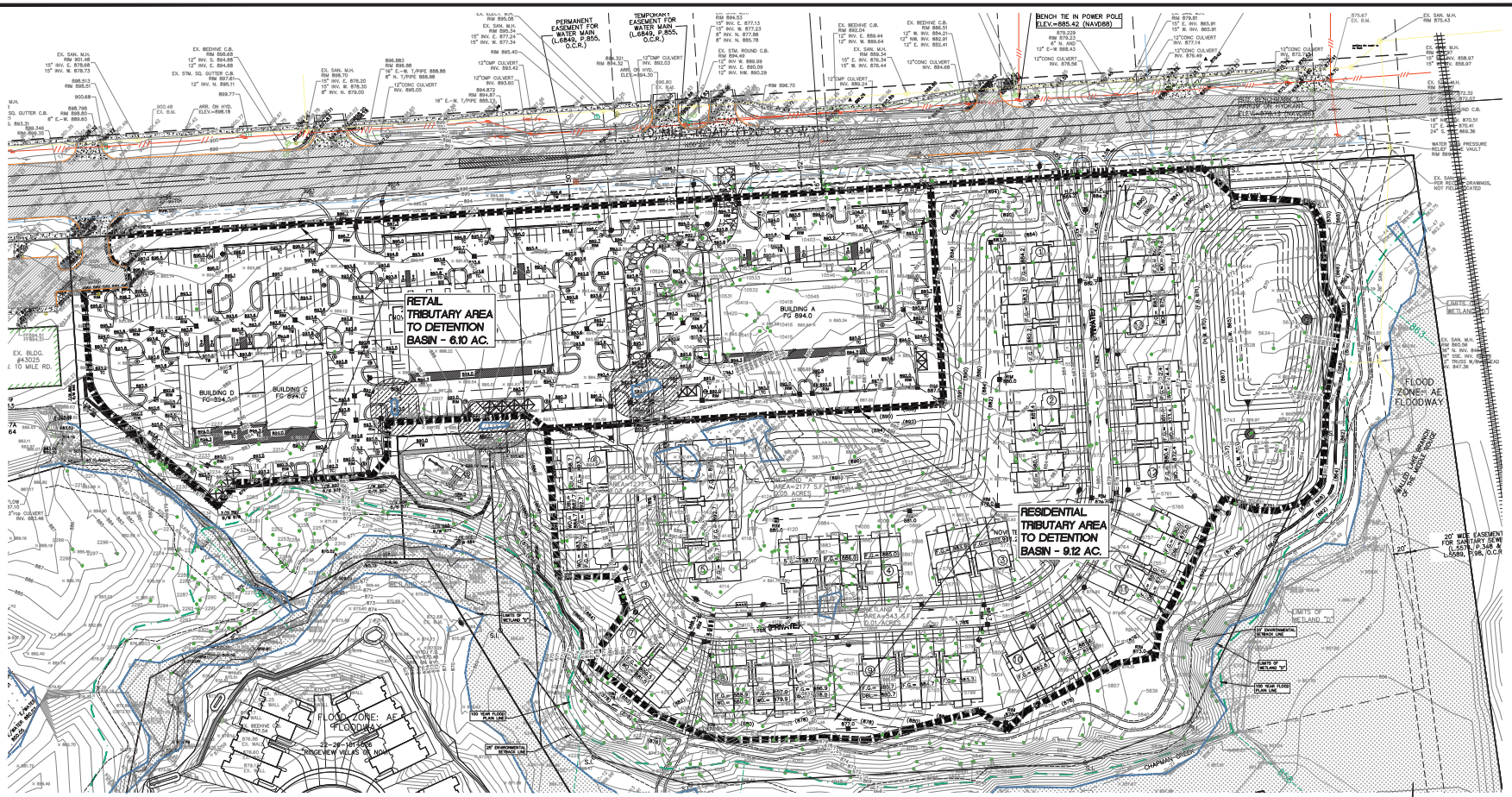
CLIENT:
NOVI TEN ASSOCIATES, LLC
31 SQUIRREL LAKE ROAD
BLOOMFIELD HILLS
MICHIGAN 48302
248.909.1308

PROJECT NAME:
NOVI TEN TOWN HOMES
SECTION 26, TOWN 1 NORTH, RANGE 8 EAST
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

SHEET TITLE:
EXISTING AND PROPOSED ZONING

SHEET
7

C:\21-006 Novi Ten Town\CAD\PRO PLANS\21006-ZP.dwg, 4/17/2024 8:37 AM, Jason Rickard

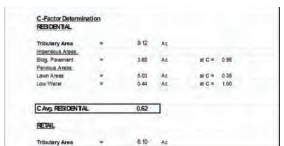


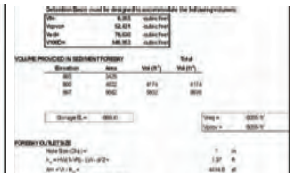
MAINTENANCE SCHEDULE:

THE PROPERTY OWNER IS RESPONSIBLE FOR THE MAINTENANCE OF THE DETENTION BASIN. MAINTENANCE SHOULD BE PERFORMED FOLLOWING ANY STORM AND SHOULD INCLUDE:

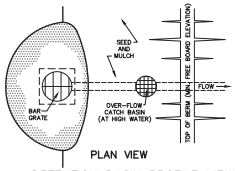
1. CHECKING THE DEPTH OF SEDIMENT DEPOSIT TO ENSURE THE CAPACITY OF THE BASIN IS ADEQUATE FOR STORM WATER AND SEDIMENT DEPOSITION, AND FOR THE REMOVING OF SEDIMENT.
2. CHECKING THE BASIN FOR PIPING, SEEPAGE, OR OTHER MECHANICAL DAMAGE.
3. CHECKING FOR THE PRESENCE OF ANY SOIL CAKING, WHICH WOULD PREVENT PROPER DRAINAGE FROM THE BASIN.
4. CHECKING THE OUTFALL TO ENSURE DRAINAGE IS NOT CAUSING ANY ROSIVE VELOCITIES AND TO ENSURE THE OUTLET IS NOT CLOGGED.
5. ANY PROBLEM DISCOVERED DURING THE MAINTENANCE CHECKS SHOULD BE ADDRESSED IMMEDIATELY.
6. SEDIMENT REMOVED DURING CLEANING SHOULD BE PLACED AT AN UPLAND AREA AND STABILIZED SO THAT IT DOES NOT RE-ENTER THE DRAINAGE COURSE.

STORM WATER DETENTION CALCULATIONS



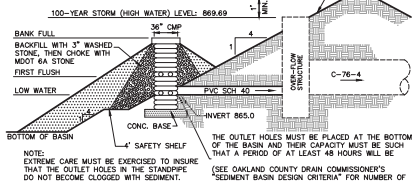


DETENTION BASIN SEDIMENT FILTER DETAIL



PLAN VIEW

DETENTION BASIN PROFILE VIEW



NOTE:
EXTREME CARE MUST BE EXERCISED TO INSURE THAT THE OUTLET HOLES IN THE STANDPIPE DO NOT BECOME CLOGGED WITH SEDIMENT.

THE OUTLET HOLES MUST BE PLACED AT THE BOTTOM OF THE BASIN AND THEIR CAPACITY MUST BE SUCH THAT A PERIOD OF AT LEAST 48 HOURS WILL BE

(SEE OAKLAND COUNTY DRAIN COMMISSIONER'S "SEDIMENT BASIN DESIGN CRITERIA" FOR NUMBER OF

SCALE

(IN FEET)
Scale: 1 inch = 60 ft.

LEGEND

EXISTING	PROPOSED	
		PAVEMENT (ASPHALT)
		SIDE WALK (CONCRETE) CONCRETE CURB AND GUTTER
		STORM SEWER
		SANITARY SEWER
		WATER MAIN
		MANHOLE
		CATCH BASIN W/STREAM GUARD
		CURB INLET W/SILT SAC
		END SECTION
		GATE VALVE
		HYDRANT
		FLOOD PLAIN
1000	1000	CONTOURS
1000.00	1000.00	SPOT ELEVATION

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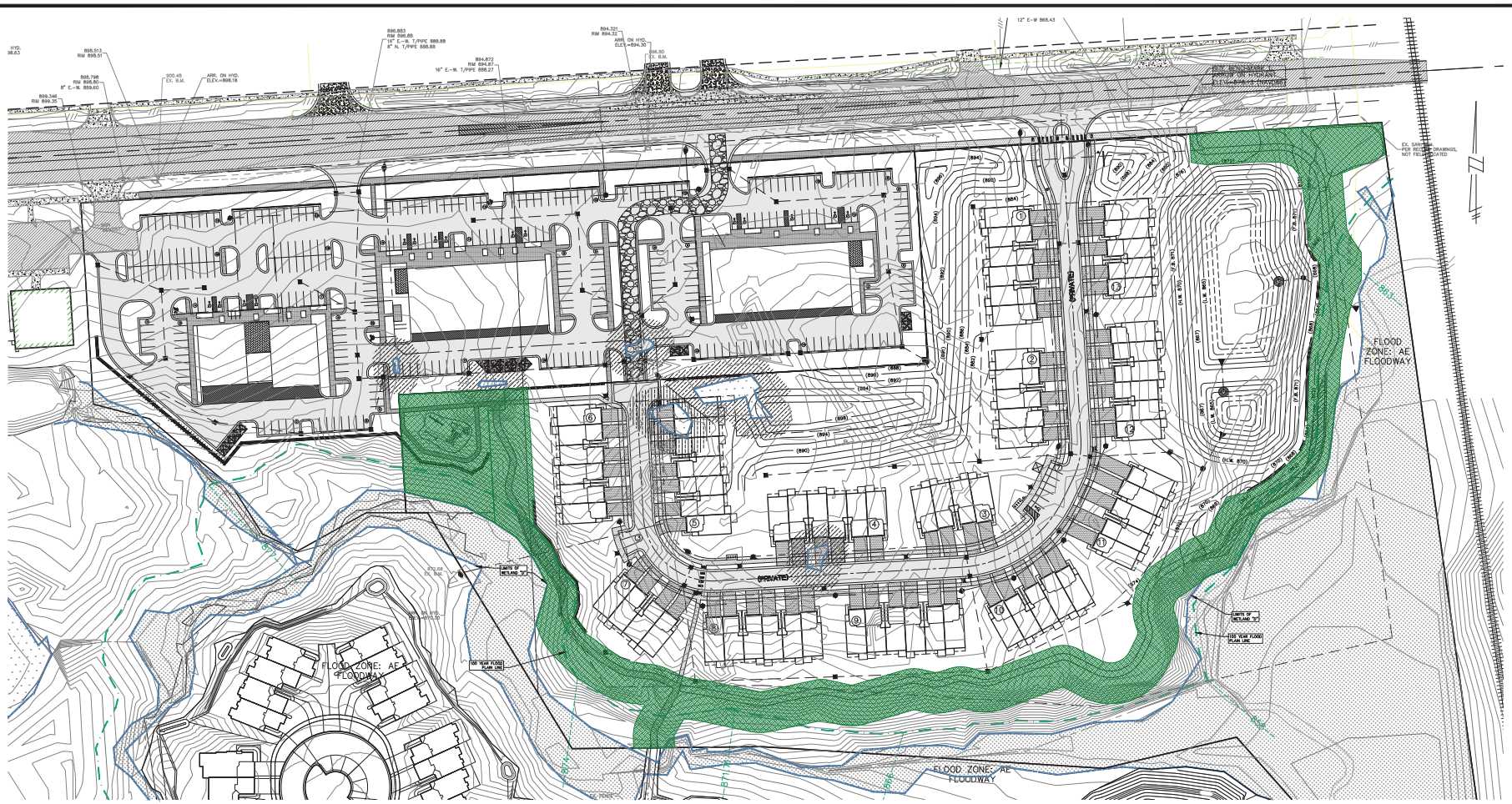
Professional Facility Management
Professional Project Management
Professional Project Coordination
Professional Project Scheduling
Professional Project Budgeting
Professional Project Controls
Professional Project Reporting
Professional Project Documentation
Professional Project Closeout
Professional Project Warranty
Professional Project Maintenance
Professional Project Operations



SCALE

60 0 30 60 120 240

(IN FEET)

Scale: 1 inch = 60 ft.

Residential Usable Open Space Calculations Sec. 3.1.8.D

TOTAL No. OF RESIDENTIAL UNITS	=	71
USABLE OPEN SPACE REQUIRED	=	200 S.F. PER UNIT
	=	14,200 S.F. = 0.32 AC.
USABLE OPEN SPACE PROVIDED	=	107,378 S.F. = 2.46 AC.

= USABLE OPEN SPACE 50' WIDE MIN

LEGEND

EXISTING	PROPOSED	
		PAVEMENT (ASPHALT)
		SIDE WALK (CONCRETE)
		CONCRETE CURB AND GUTTER
		STORM SEWER
		SANITARY SEWER
		WATER MAIN
		MANHOLE
		CATCH BASIN
		CURB INLET W/SILT SAC
		END SECTION
		GATE VALVE
		HYDRANT
		FLOOD PLAIN
1000	1000	CONTOURS
1000.00	1000.00 1%	SPOT ELEVATION
		SURFACE DRAINAGE
		OVERFLOW ROUTE
		TREE FENCE
		SILT FENCE
		PROPOSED DRIVEWAY LOCATION
		LIMIT OF DISTURBANCE

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NO.	DESCRIPTION	DATE
1.	ADD COMMERCIAL PER CLIENT	05-15-23
2.	REVISED PER	06-29-23
3.	PRO. CLOSEOUT	04/07/24

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3 WORKING DAYS BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
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DRAWN BY:
CHECKED BY:
DATE: 05-29-23
JOB No.: 21-006

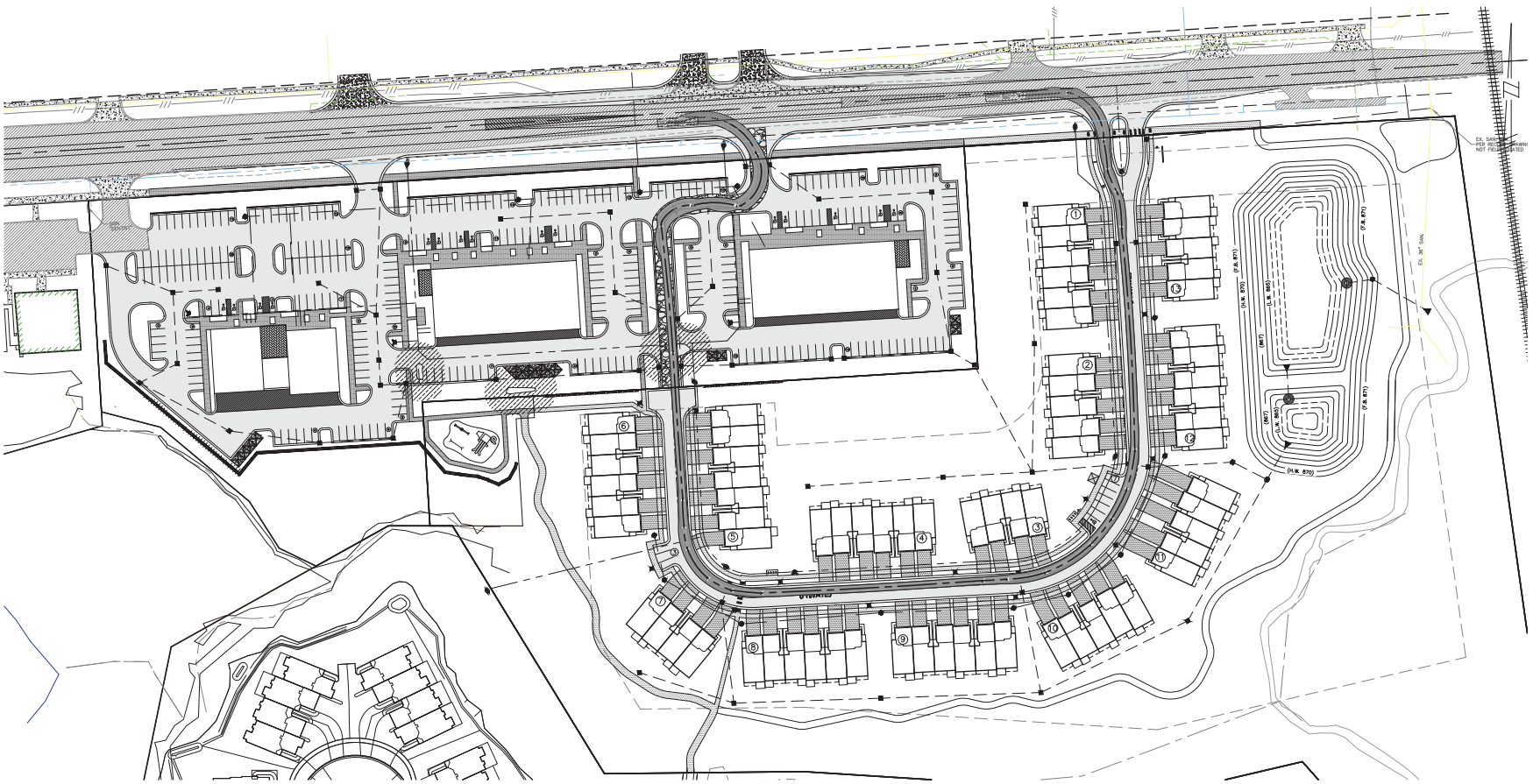
CLIENT:
NOVI TEN ASSOCIATES, LLC
31 MILE/HAGGERTY LAKE ROAD
BLOOMFIELD HILLS
MICHIGAN 48302
248.909.1308

PROJECT NAME:
NOVI TEN TOWN HOMES
SECTION 26, TOWN 1 NORTH, RANGE 8 EAST
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

SHEET TITLE:
OPEN SPACE PLAN

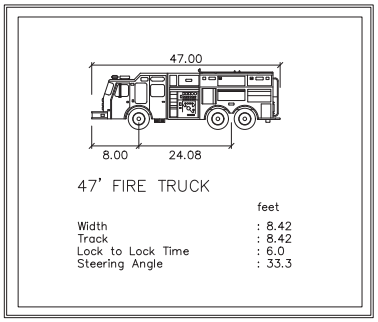
SHEET
9

21-006 Novi Ten Town\Cad\PRP PLANS\21006-OSPlan.dwg, 4/21/2024 8:28 AM, Jason Roland



SCALE

(IN FEET)
Scale: 1 inch = 60 ft.



47' FIRE TRUCK

	feet
Width	: 8.42
Track	: 8.42
Lock to Lock Time	: 6.0
Steering Angle	: 33.3

LEGEND

EXISTING	PROPOSED	
		PAVEMENT (ASPHALT)
		SIDE WALK (CONCRETE)
		CONCRETE CURB AND GUTTER
		STORM SEWER
		SANITARY SEWER
		WATER MAIN
		MANHOLE
		CATCH BASIN
		CURB INLET W/SILT SAC
		END SECTION
		GATE VALVE
		HYDRANT
		FLOOD PLAIN
1000	1000	CONTOURS
1000.00 T/C	1000.00 T/C	SPOT ELEVATION
		SURFACE DRAINAGE
		OVERFLOW ROUTE
		TREE FENCE
		SILT FENCE
		PROPOSED DRIVEWAY LOCATION
		LIMIT OF DISTURBANCE

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SEIBER KEAST ENGINEERING, L.L.C.
TROY OFFICE: 2667 E. MAPLE ROAD, SUITE 100, TROY, MICHIGAN 48083
GRAND RAPIDS OFFICE: 3996 RIVERSIDE DRIVE, SUITE 100, WYOMING, MICHIGAN 49519
248.524.2090

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NO.	DESCRIPTION	DATE
1.	ADD COMMERCIAL PER CLIENT	05-15-23
2.	REVISE PPD	02-28-23
3.	REVISE PPD	09-07-22
4.	PRO SUBMITTY	06/07/24

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CALL MISS DIG
1-800-482-7171
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IT'S THE LAW!

DRAWN BY: LA
DATE: 05-29-23
CHECKED BY: MK
JOB No.: 21-006

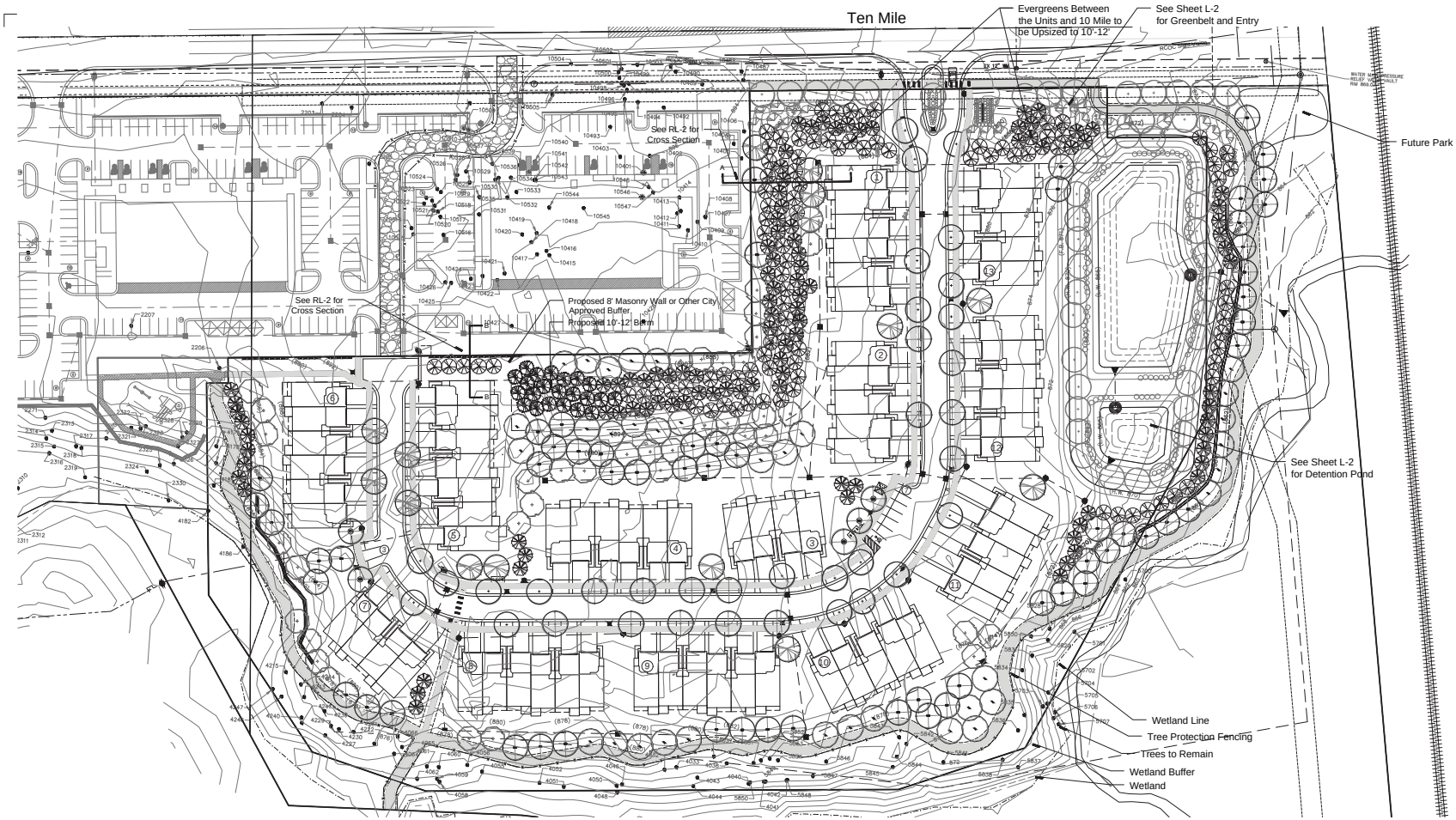
CLIENT:
NOVI TEN ASSOCIATES, LLC
1 W. SQUARE LAKE ROAD
BLOOMFIELD HILLS
MICHIGAN 48302
248.909.1308

PROJECT NAME:
NOVI TEN TOWN HOMES
SECTION 26, TOWN 1 NORTH, RANGE 8 EAST
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

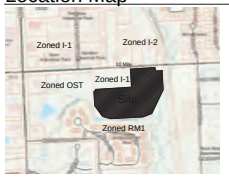
SHEET TITLE:
TRUCK ROUTING PLAN

SHEET
10

P:\21-006 Novi Ten Assn\DWG\PRO PLANS\21006-4.dwg, 6/21/2024 8:28 AM, Jason Roland



Location Map



North
No Scale

Landscape Summary

Street Trees
- Street Frontage: 2,368 l.f.
- Less Drives: 1,136 l.f.
- Net Frontage: 1,232 l.f.
- Trees Required: 35 Trees (1,232 / 35)
- Trees Provided: 35 Trees

Multi-Family Trees
- Total Units: 71 Units
- Trees Required: 213 Trees (71 x 3)
- Trees Provided: 213 Trees

Parking Lot Landscaping
- Parking Lot Perimeter: 163 l.f.
- Trees Required: 4.7 Trees (163 / 35)
- Trees Provided: 5 Trees

Woodland Replacement
- Replacement Required: 699 Trees
- Total Trees Provided: 181 Trees
- Trees to be Paid into Fund: 518 Trees

Notes:
- Soils Information is Shown on Sheet 2.
- Trees Shall be Planted 10' from Utility Structures Including Hydrants and 5' from Utility Lines.
- Tree Shall not Be Planted within 4' of Property Lines.
- Snow Shall be Deposited Adjacent to Drives and within the Curb Lawn. Any Damaged Trees Shall be Replaced as Needed.
- All Utility Boxes Shall be Screen per Detail on Sheet L-3. Approximately 8-12 Shrubs will be Required per Box.
- No Overhead Lines Exist.
- Phragmites and Japanese Knotweed and not Present on this Site.
- An Irrigation Plan will be Provided for Stamping Sets.

Requested Waivers:

1. Landscape waiver from Sec. 5.5.3.B.ii for deficiency in required trees along Ten Mile due to Water Main Conflict.

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ALLENDESIGN
LAND PLANNING / LANDSCAPE ARCHITECTURE
557 Carpenter
Northville, Michigan 48167
e. jca@wideopenwest.com
t. 248.467.4668

Seal:

Title:
Conceptual Landscape Plan

Project:
The Towns at Novi Station
Novi, Michigan

Prepared for:
Toll Brothers
26200 Town Center Drive, Suite 200
Novi, Michigan 48375

Revision:	Issued:
Submission	September 14, 2022
Issued	February 28, 2023
Revised	April 27, 2023
Revised	January 2, 2024
Revised	June 17, 2024

Job Number:
21-027

Drawn By:	Checked By:
jca	jca

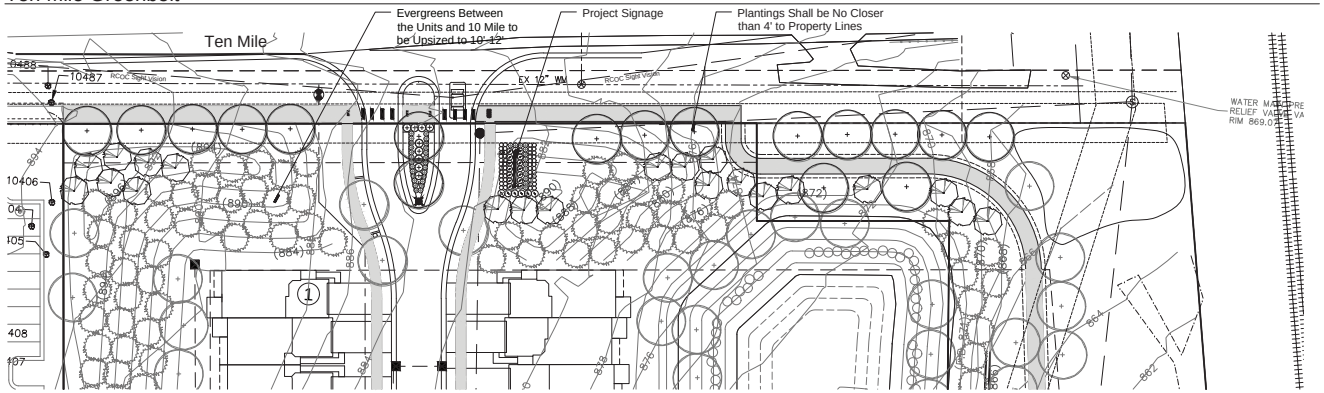
0' 25' 50'
NORTH
1"=50'

City of Novi Project Number
JZ23-0009

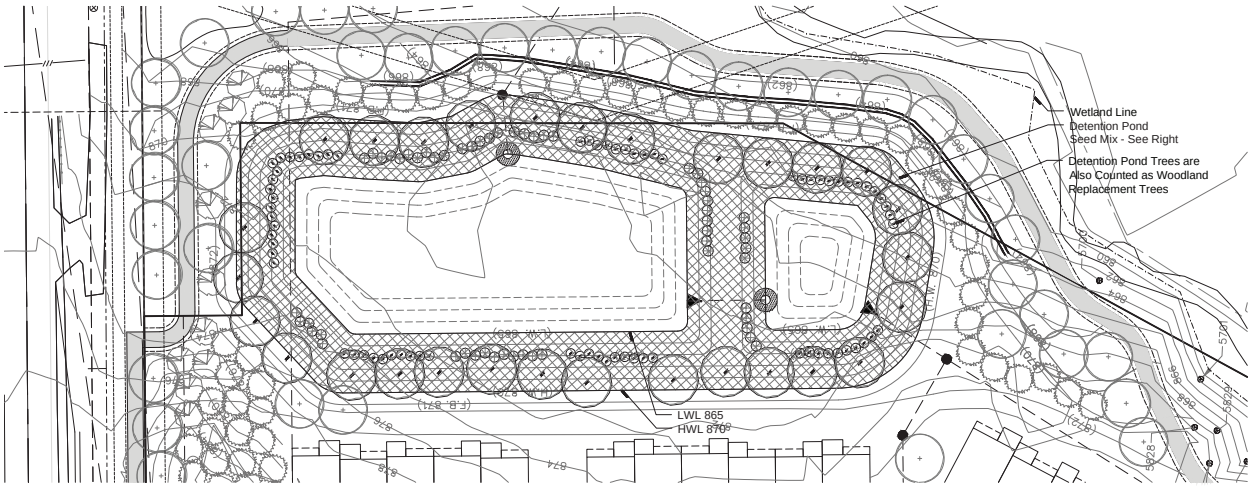
811 Know what's below. Call before you dig.

Sheet No.
RL-1

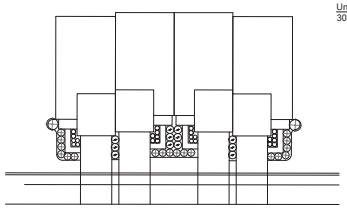
Ten Mile Greenbelt



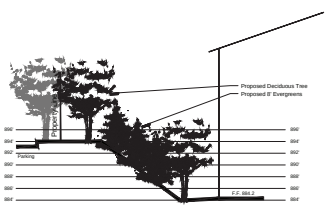
Detention Pond



Typical Unit

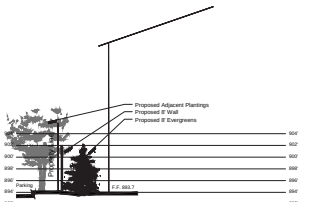


Unit Length	Required Landscape (35%)	Landscape Provided (40.0%)
30'	10.5'	12'



Section A-A'

Horiz. 1"=20'
Vert. 1"=10'



Section B-B'

Horiz. 1"=20'
Vert. 1"=10'

Landscape Summary

Street Lawn	
Total Street Frontage	573 l.f.
Less Drive Opening	149 l.f.
Net Street Frontage	424 l.f.
Trees Required	12.1 Trees (424 / 35)
Trees Provided	0 Trees
Greenbelt Plantings	
Total Street Frontage	573 l.f.
Less Drive Opening	58 l.f.
Net Street Frontage	515 l.f.
Canopy Trees Required	14.7 Trees (515 / 35)
Canopy Trees Provided	15 Trees
Sub-Canopy Trees Required	20.6 Trees (515 / 25)
Sub-Canopy Trees Provided	21 Trees
Detention Pond Plantings	
10' from LWL Elevation	886 l.f.
Required Planting	620 l.f. (70%)
Planting Provided	635 l.f. (72%)
Pond Frontage for Trees	751'
Trees Required	21.5 Trees (751 / 35)
Trees Provided	29 Trees

26,917 s.f. Total Area

34.2 lbs. per Acre Application Rate
21 lbs. of Detention Seed Mix Required
3"-6" of Topsoil with 20%-30% Compost Shall be Placed in this Area.

Note:
Contractor Shall Provide Proof of Seed to be Used in the Form of an Invoice or Photo of the Seed Bag to rmeader@cityofnovi.org for Approval Prior to Installation. If an Unacceptable Seed Mix is Used, the City Reserves the Right to Destroy the Plants and Re-seed with and Acceptable Mix at the Developer's Expense.

North

ALLENDESIGN
LAND PLANNING / LANDSCAPE ARCHITECTURE
557 Carpenter
Northville, Michigan 48167
e. jca@wideopenwest.com
t. 248.467.4668

Seal:

Title:
Greenbelt and Entry

Project:
The Towns at Novi Station
Novi, Michigan

Prepared for:
Toll Brothers
26200 Town Center Drive, Suite 200
Novi, Michigan 48375

Revision:	Issued:
Submission	September 14, 2022
Issued	February 28, 2023
Revised	April 27, 2023
Revised	January 2, 2024
Revised	June 17, 2024

Job Number:
21-027

Drawn By:	Checked By:
jca	jca

0' 15' 30'
NORTH
1"=30'

City of Novi Project Number
JZ23-0009

811 Know what's below. Call before you dig.

Sheet No.
RL-2

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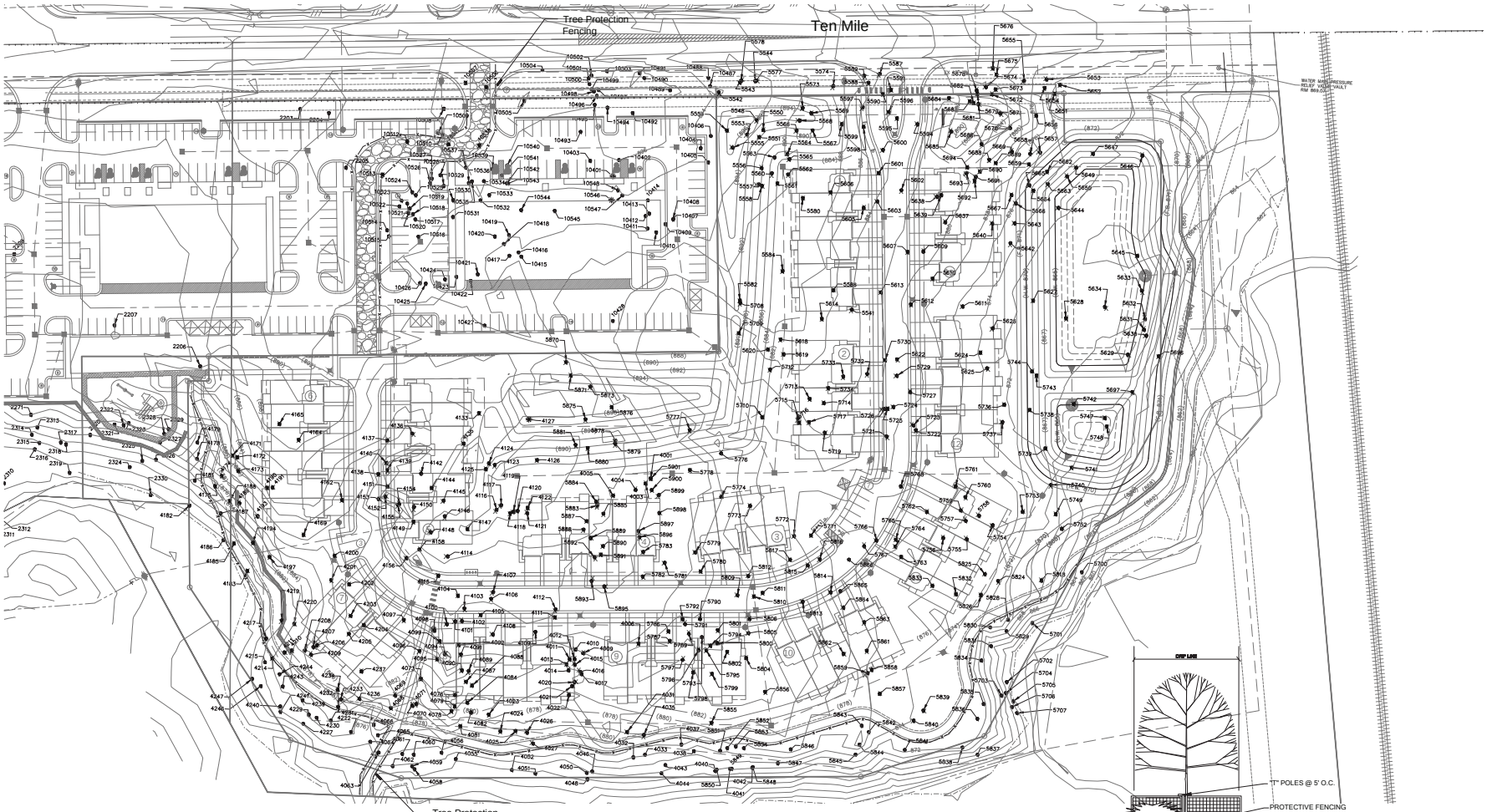
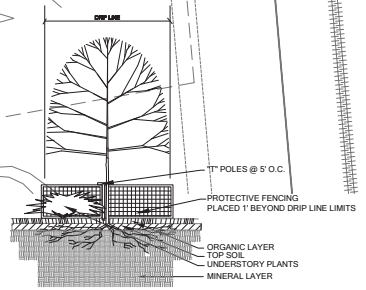


Notes:

1. The Entire Site is Located within a Regulated Woodland
2. "X" Denotes Trees to Be Removed



1. Either Plastic or Wood Orange Snow Fencing Shall be Installed at or Beyond the Dripline, Unless More Substantial Fencing is Required.
2. Stakes Shall be Metal "T" Poles Spaced no Further than 5' on Center.
3. Fencing Shall not be Installed Closer to the Tree than the Dripline of Those Trees to be Saved. Special Circumstances Shall be Reviewed by the City.
4. Fencing Shall be Erected Prior to Construction. The City Shall be Notified Once the Fencing is Instaled for Inspection.
5. Under no Circumstances Shall the Portective Fencing be Removed Without Proper Approval from the City.
6. No Person Shall Conduct any Activity Within Areas Proposed to Remain. This Shall Include, but not Limited to:
   a. No Solvents or Chemicals Within Protected Areas.
   b. No Building Materials or Construction Equipment Within Protected Areas.
   c. No Grade Changes, Including Fill, Within Protected Areas.
   d. No Removal of Vegetation from the Ground Up Without Permission from the Proper Reviewing Authority, Including the Woodlands Review Board.
   e. Any Required Swale Needs to be Directed Around the Protected Areas. Instances Where Swales are Approved Through a Protected Area, the Swales Need to be HAND DUG. Machinery of Any Kind is Prohibited.
7. Regulated Woodland or Regulated Trees Adjacent to the Property are Also Required to be Protected Whether or not they are Shown on the Plan.

TREE PROTECTION DETAIL

Not to scale

City of Novi Project Number
JZ23-0009

Know what's below. Call before you dig

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ALLENDESIGN
LAND PLANNING / LANDSCAPE ARCHITECTURE
557 Carpenter
Northville, Michigan 48167
e. jca@wideopenwest.com
t. 248.467.4668

Seal:

Title:
Woodland Plan

Project:
The Towns at Novi Station
Novi, Michigan

Prepared for:
Toll Brothers
26200 Town Center Drive, Suite 200
Novi, Michigan 48375

Revision:	Issued:
Submission	September 14, 2022
Issued	February 28, 2023
Revised	April 27, 2023
Revised	January 2, 2024

Job Number:
21-027

Drawn By:	Checked By:
jca	jca

0' 25' 50'
NORTH
1"=50'

Sheet No.
RL-3

Tree List

TAG NO.	DIAMETER	COMMON NAME	BOTANICAL NAME	STATUS	Required Replacement	Multi-Stem Replacement
4001	13	Big Tooth Aspen	Populus grandidentata	Remove	2	
4003	14	Big Tooth Aspen	Populus grandidentata	Remove	2	
4004	13	Big Tooth Aspen	Populus grandidentata	Remove	2	
4005	13	Eastern Cottonwood	Populus deltoides	Remove	2	
4009	11	Eastern Cottonwood	Populus deltoides	Remove	1	
4010	18	Eastern Cottonwood	Populus deltoides	Remove	2	
4011	10	Eastern Cottonwood	Populus deltoides	Remove	1	
4012	10	Eastern Cottonwood	Populus deltoides	Remove	1	
4013	10	Eastern Cottonwood	Populus deltoides	Remove	1	
4014	14	Eastern Cottonwood	Populus deltoides	Remove	2	
4015	9	American Elm	Ulmus americana	Save		
4016	13	Eastern Cottonwood	Populus deltoides	Remove	2	
4017	10	Eastern Cottonwood	Populus deltoides	Remove	1	
4020	15	Eastern Cottonwood	Populus deltoides	Remove	2	
4021	14	Eastern Cottonwood	Populus deltoides	Remove	2	
4022	16	Eastern Cottonwood	Populus deltoides	Remove	2	
4023	15	Box elder	Acer negundo	Remove	2	
4024	15	American Elm	Ulmus americana	Remove	2	
4025	12	Box elder	Acer negundo	Remove	2	
4026	14	Box elder	Acer negundo	Remove	2	
4027	12	Black Walnut	Juglans nigra	Remove	2	
4031	17	Box elder	Acer negundo	Remove	2	
4032	16	Black Cherry	Prunus serotina	Save		
4033	10	Black Cherry	Prunus serotina	Save		
4035	11	Black Walnut	Juglans nigra	Remove	1	
4037	10	Black Walnut	Juglans nigra	Save		
4039	13	Black Cherry	Prunus serotina	Save		
4042	24	Box elder	Acer negundo	Save		
4041	13	American Elm	Ulmus americana	Save		
4042	23	American Elm	Ulmus americana	Save		
4043	8	Hawthorn	Crataegus spp.	Save		
4044	12	Box elder	Acer negundo	Save		
4046	12	Black Cherry	Prunus serotina	Save		
4048	13	American Elm	Ulmus americana	Save		
4050	14,14	Black Cherry	Prunus serotina	Save		
4051	14	Black Cherry	Prunus serotina	Save		
4052	14,14	Box elder	Acer negundo	Save		
4055	14	Box elder	Acer negundo	Save		
4056	12	Box elder	Acer negundo	Save		
4058	8	Box elder	Acer negundo	Save		
4059	10	Box elder	Acer negundo	Save		
4060	9	Black Cherry	Prunus serotina	Save		
4061	12	Black Cherry	Prunus serotina	Save		
4062	16	American Elm	Ulmus americana	Save		
4063	17	Black Cherry	Prunus serotina	Remove	2	
4064	10	Red Oak	Quercus rubra	Save		
4065	15	Black Cherry	Prunus serotina	Save		
4069	17	Black Cherry	Prunus serotina	Save		
4068	12	Box elder	Acer negundo	Remove	2	
4069	24	Common Apple	Malus spp.	Remove	3	
4070	14	Box elder	Acer negundo	Remove	2	
4071	8	Box elder	Acer negundo	Remove	1	
4073	8	Box elder	Acer negundo	Remove	1	
4075	18	Box elder	Acer negundo	Remove	2	
4078	13	Box elder	Acer negundo	Remove	2	
4079	8	Box elder	Acer negundo	Remove	1	
4081	14	Box elder	Acer negundo	Remove	2	
4082	14	Box elder	Acer negundo	Remove	2	
4084	8	Box elder	Acer negundo	Remove	1	
4087	8	Box elder	Acer negundo	Remove	1	
4088	12	Box elder	Acer negundo	Remove	2	
4089	15	Box elder	Acer negundo	Remove	2	
4090	9	Box elder	Acer negundo	Remove	1	
4091	12	Box elder	Acer negundo	Remove	2	
4092	15,15,15	Box elder	Acer negundo	Remove	3	
4094	12	Box elder	Acer negundo	Remove	2	
4095	13	Box elder	Acer negundo	Remove	2	
4096	15	Box elder	Acer negundo	Remove	2	
4097	12	Box elder	Acer negundo	Remove	2	
4098	10	Box elder	Acer negundo	Remove	1	
4099	10	Box elder	Acer negundo	Remove	1	
4100	8	Box elder	Acer negundo	Remove	1	
4101	9	Box elder	Acer negundo	Remove	1	
4102	16	Eastern Cottonwood	Populus deltoides	Remove	2	
4103	24	Eastern Cottonwood	Populus deltoides	Remove	3	
4104	18	Eastern Cottonwood	Populus deltoides	Remove	2	
4105	18	Box elder	Acer negundo	Remove	2	
4106	14	Eastern Cottonwood	Populus deltoides	Remove	2	
4107	15	Eastern Cottonwood	Populus deltoides	Remove	2	
4108	16	Eastern Cottonwood	Populus deltoides	Remove	2	
4109	16	Eastern Cottonwood	Populus deltoides	Remove	2	
4111	8	Eastern Cottonwood	Populus deltoides	Remove	1	
4112	10	Eastern Cottonwood	Populus deltoides	Remove	1	
4114	6	Box elder	Acer negundo	Remove	1	
4115	12	Black Cherry	Prunus serotina	Remove	2	
4116	9	Box elder	Acer negundo	Remove	1	
4117	8	Box elder	Acer negundo	Remove	1	
4118	8	Box elder	Acer negundo	Remove	1	
4119	18	Box elder	Acer negundo	Remove	2	
4121	12	Box elder	Acer negundo	Remove	2	
4122	10	Box elder	Acer negundo	Remove	1	
4123	18	Box elder	Acer negundo	Remove	2	
4124	18	Box elder	Acer negundo	Remove	2	
4125	22	Box elder	Acer negundo	Remove	3	
4127	8	White Spruce	Picea glauca	Remove	1	
4135	10,10	Box elder	Acer negundo			1
4138	13,15,15	Eastern Cottonwood	Populus deltoides	Remove		6
4137	12	Box elder	Acer negundo	Remove	2	
4138	13	Box elder	Acer negundo	Remove	2	
4140	14	Box elder	Acer negundo	Remove	2	
4142	18	Box elder	Acer negundo	Remove	2	
4144	12	Box elder	Acer negundo	Remove	2	
4145	6	Box elder	Acer negundo	Remove	1	
4149	11	Box elder	Acer negundo	Remove	1	
4147	10	Box elder	Acer negundo	Remove	1	
4148	10	Box elder	Acer negundo	Remove	1	
4149	10	Box elder	Acer negundo	Remove	1	
4150	12	Box elder	Acer negundo	Remove	2	
4151	14	Box elder	Acer negundo	Remove	2	
4152	17	Box elder	Acer negundo	Remove	2	
4153	18	Box elder	Acer negundo	Remove	2	
4154	16	Box elder	Acer negundo	Remove	2	
4155	22	Eastern Cottonwood	Populus deltoides	Remove	3	
4156	12	Box elder	Acer negundo	Remove	2	
4158	13	Box elder	Acer negundo	Remove	2	
4164	10	Black Cherry	Prunus serotina	Remove	1	
4165	8,8	Hawthorn	Crataegus spp.			1
4166	27	American Elm	Ulmus americana	Remove	3	
4171	9	Black Cherry	Prunus serotina	Remove	1	
4172	8,8	Black Cherry	Prunus serotina			2
4173	13	White Ash	Fraxinus americana	Remove	2	
4174	9	Black Cherry	Prunus serotina	Remove	1	
4175	9	Black Cherry	Prunus serotina	Remove	1	
4178	10	Black Cherry	Prunus serotina	Save		
4179	8	Black Cherry	Prunus serotina	Save		
4181	10	Black Cherry	Prunus serotina	Save		
4182	11	Hawthorn	Crataegus spp.	Save		
4183	9	Box elder	Acer negundo	Remove	1	
4185	9	Black Cherry	Prunus serotina	Remove	1	
4186	12	Box elder	Acer negundo	Save		
4187	11	Black Cherry	Prunus serotina	Remove	1	
4189	9	Black Cherry	Prunus serotina	Remove	1	
4190	14	Black Cherry	Prunus serotina	Remove	2	
4189	11	Box elder	Acer negundo	Remove	1	
4191	12	Common Apple	Malus spp.	Remove	2	
4193	8	Black Cherry	Prunus serotina	Remove	1	
4194	9	Common Apple	Malus spp.	Remove	1	
4197	19	Black Cherry	Prunus serotina	Remove	1	
4201	14	American Elm	Ulmus americana	Remove	2	
4202	10	Black Cherry	Prunus serotina	Remove	1	
4203	12	Black Cherry	Prunus serotina	Remove	2	
4204	12	Black Cherry	Prunus serotina	Remove	2	
4205	9	Common Apple	Malus spp.	Remove	1	
4206	9	Black Cherry	Prunus serotina	Remove	1	
4208	8	Common Apple	Malus spp.	Remove	1	
4209	24	Box elder	Acer negundo	Remove	3	
4219	8,8	Common Apple	Malus spp.			2
4211	9	Black Cherry	Prunus serotina	Remove	1	
4214	12,12	Black Cherry	Prunus serotina	Remove		5
4215	10,10	Black Cherry	Prunus serotina	Save		
4217	12	Black Cherry	Prunus serotina	Remove	2	
4218	8	Black Cherry	Prunus serotina	Remove	1	
4220	14	Black Cherry	Prunus serotina	Remove	2	
4222	22	American Elm	Ulmus americana	Save		
4227	9	Black Cherry	Prunus serotina	Save		
4229	16	Black Cherry	Prunus serotina	Save		
4230	16	Black Cherry	Prunus serotina	Save		
4231	13	Black Cherry	Prunus serotina	Save		
4232	13	Black Cherry	Prunus serotina	Remove	2	
4233	11	Black Cherry	Prunus serotina	Remove	1	
4234	14	Black Cherry	Prunus serotina	Remove	2	
4235	8	Black Cherry	Prunus serotina	Remove	1	
4237	14	Black Cherry	Prunus serotina	Remove	2	
4239	9	Black Cherry	Prunus serotina	Save		
4240	15	Black Cherry	Prunus serotina	Save		
4241	15	Box elder	Acer negundo	Save		
4243	9	Black Cherry	Prunus serotina	Save		
4244	9	Black Cherry	Prunus serotina	Save		
4245	8	Black Cherry	Prunus serotina	Save		
4247	9	Black Cherry	Prunus serotina	Save		
5541	15	Hawthorn	Crataegus spp.	Remove	2	
5542	12,12	Box elder	Acer negundo	Remove		2
5543	17	Box elder	Acer negundo	Remove	2	
5544	14	Box elder	Acer negundo	Remove	2	
5545	8	Box elder	Acer negundo	Remove	1	
5553	8	Box elder	Acer negundo	Remove	1	
5554	10	Box elder	Acer negundo	Remove	1	
5555	12	Box elder	Acer negundo	Remove	2	
5559	14	Box elder	Acer negundo	Remove	2	
5557	15	Box elder	Acer negundo	Remove	2	
5558	12	Box elder	Acer negundo	Remove	2	
5560	10	Box elder	Acer negundo	Remove	1	
5561	10,10	Box elder	Acer negundo	Remove		3
5562	12,12	Box elder	Acer negundo	Remove		3
5563	14	Box elder	Acer negundo	Remove	2	
5564	14	Box elder	Acer negundo	Remove	2	
5565	14	Box elder	Acer negundo	Remove	2	
5566	11	Box elder	Acer negundo	Remove	1	
5567	12	Box elder	Acer negundo	Remove	2	
5568	9	Box elder	Acer negundo	Remove	1	
5569	9	Box elder	Acer negundo	Remove	1	
5574	19	Box elder	Acer negundo	Remove	2	
5577	13	Box elder	Acer negundo	Remove	2	
5578	18	Box elder	Acer negundo	Remove	2	
5580	19	Common Apple	Malus spp.	Remove	3	
5582	10	Common Apple	Malus spp.	Remove	1	
5584	9	Box elder	Acer negundo	Remove	1	
5585	8	Common Pear	Pyrus spp.	Remove	1	
5587	9	Box elder	Acer negundo	Remove	1	
5588	18	Box elder	Acer negundo	Remove	2	
5589	13	Box elder	Acer negundo	Remove	2	
5590	9	Box elder	Acer negundo	Remove	1	
5591	9	Box elder	Acer negundo	Remove	1	
5594	8	White Ash	Fraxinus americana	Remove	1	
5595	12	Box elder	Acer negundo	Remove	2	
5596	11	Box elder	Acer negundo	Remove	1	
5597	9	Box elder	Acer negundo	Remove	1	
5598	15	Box elder	Acer negundo	Remove	2	
5599	13	Box elder	Acer negundo	Remove	2	
5600	18	White Ash	Fraxinus americana	Remove	2	
5601	15,15,15	Common Apple	Malus spp.	Remove		9
5602	11	Hawthorn	Crataegus spp.	Remove	1	
5605	28	Eastern Cottonwood	Populus deltoides	Remove	3	
5606	17	Box elder	Acer negundo	Remove	2	
5607	8	Hawthorn	Crataegus spp.	Remove	1	
5609	9	Eastern Cottonwood	Populus deltoides	Remove	1	
5610	10	Eastern Cottonwood	Populus deltoides	Remove	1	
5611	12	Eastern Cottonwood	Populus deltoides	Remove	2	
5612	24	Box elder	Acer negundo	Remove	3	
5613	27	Box elder	Acer negundo	Remove	3	
5618	8	Box elder	Acer negundo	Remove	1	
5620	10	Hawthorn	Crataegus spp.	Remove	1	
5622	11	Hawthorn	Crataegus spp.	Remove	1	
5624	10	Hawthorn	Crataegus spp.	Remove	1	
5625	18	Black Cherry	Prunus serotina	Remove	2	
5626	11	Hawthorn	Crataegus spp.	Remove	1	
5627	18	Box elder	Acer negundo	Remove	2	
5628	13	Box elder	Acer negundo	Remove	2	
5629	8	White Ash	Fraxinus americana	Remove	1	
5630	8	White Ash	Fraxinus americana	Remove	1	
5631	8	White Ash	Fraxinus americana	Remove	1	
5632	11	White Ash	Fraxinus americana	Remove	1	
5633	8	Box elder	Acer negundo	Remove	1	
5634	24,24	Black Cherry	Prunus serotina	Remove		6
5637	11	Box elder	Acer negundo	Remove	1	
5638	9	Box elder	Acer negundo	Remove	1	
5639	12	Box elder	Acer negundo	Remove	2	
5640	12	Box elder	Acer negundo	Remove	2	
5642	12	Box elder	Acer negundo	Remove	2	
5643	15	Box elder	Acer negundo	Remove	2	
5644	15	Box elder	Acer negundo	Remove	2	
5645	8,8	Box elder	Acer negundo	Remove		2
5646	12	Common Apple	Malus spp.	Remove	2	
5647	12	Box elder	Acer negundo	Remove	2	
5649	14	Box elder	Acer negundo	Remove	2	
5650	15	White Ash	Fraxinus americana	Remove	2	
5651	18	Box elder	Acer negundo	Remove	2	
5652	13	Box elder	Acer negundo	Remove	2	
5653	10	Box elder	Acer negundo	Remove	1	
5654	10	Eastern Cottonwood	Populus deltoides	Remove	1	
5655	9	Box elder	Acer negundo	Remove	1	
5656	8,10	Box elder	Acer negundo			1
5657	19	Box elder	Acer negundo	Remove	2	
5658	10	White Ash	Fraxinus americana	Remove	1	
5659	10	Eastern Cottonwood	Populus deltoides	Remove	1	
5662	8	Eastern Cottonwood	Populus deltoides	Remove	1	
5664	10	Eastern Cottonwood	Populus deltoides	Remove	1	
5665	14	Eastern Cottonwood	Populus deltoides	Remove	2	
5667	15	Eastern Cottonwood	Populus deltoides	Remove	2	
5669	18	Box elder	Acer negundo	Remove	2	
5670	24	Box elder	Acer negundo	Remove	3	
5671	18	Box elder	Acer negundo	Remove	2	
5672	10	Box elder	Acer negundo	Remove	1	
5673	14	Box elder	Acer negundo	Remove	2	
5675	12	American Elm	Ulmus americana	Remove	2	
5676	12	Box elder	Acer negundo	Remove	2	
5678	8	Box elder	Acer negundo	Remove	1	
5681	10	Box elder	Acer negundo	Remove	1	
5682	8	Box elder	Acer negundo	Remove	1	
5683	9	Box elder	Acer negundo	Remove	1	
5684	20	Box elder	Acer negundo	Remove	2	
5685	12	Sugar Maple	Acer saccharum	Remove	2	
5686	12	American Elm	Ulmus americana	Remove	2	
5688	10	Box elder	Acer negundo	Remove	1	
5689	12,12	Box elder	Acer negundo	Remove		3
5690	13	Box elder	Acer negundo	Remove	2	
5691	10	Box elder	Acer negundo	Remove	1	
5692	10	Box elder	Acer negundo	Remove	1	
5693	11	Box elder	Acer negundo	Remove	1	
5694	5,12	Box elder	Acer negundo	Remove	2	
5695	14	Box elder	Acer negundo	Remove	2	
5697	10	Black Walnut	Juglans nigra	Remove	1	
5700	9	Sugar Maple	Acer saccharum	Save		
5701	22	Black Walnut	Juglans nigra	Save		
5702	11	Black Walnut	Juglans nigra	Save		
5703	15	Black Walnut	Juglans nigra	Save		
5704	12	Black Walnut	Juglans nigra	Save		
5705	12	Black Walnut	Juglans nigra	Save		
5706	14	Black Walnut	Juglans nigra	Save		
5707	21	Black Walnut	Juglans nigra	Save		
5708	10	Common Apple	Malus spp.	Remove	1	
5710	8	Eastern Cottonwood	Populus deltoides	Remove	1	
5713	13	Common Apple	Malus spp.	Remove	2	
5714	13	Common Apple	Malus spp.	Remove	2	
5715	12	Common Apple	Malus spp.	Remove	2	
5716	9	Common Apple	Malus spp.	Remove	1	
5717	10	Common Apple	Malus spp.	Remove	1	
5719	8,8	Common Apple	Malus spp.			3
5721	19	Box elder	Acer negundo	Remove	2	
5722	13	Box elder	Acer negundo	Remove	2	
5723	24	Black Cherry	Prunus serotina	Remove	3	
5724	13	Box elder	Acer negundo	Remove	2	
5725	15	Box elder	Acer negundo	Remove	2	
5726	10	Box elder	Acer negundo	Remove	1	
5727	12	Common Apple	Malus spp.	Remove	2	
5729	8	Common Apple	Malus spp.	Remove	1	
5732	24	Black Cherry	Prunus serotina	Remove	3	
5733	8	Black Cherry	Prunus serotina	Remove	1	
5734	9	White Ash	Fraxinus americana	Remove	1	
5736	12	Black Walnut	Juglans nigra	Remove	2	
5737	23	Black Walnut	Juglans nigra	Remove	2	
5739	10	Black Walnut	Juglans nigra	Remove	1	
5738	22	Black Walnut	Juglans nigra	Remove	3	
5740	15	Black Walnut	Juglans nigra	Remove	2	
5741	20	Black Walnut	Juglans nigra	Remove	2	
5743	14	Box elder	Acer negundo	Remove	2	
5744	12	Box elder	Acer negundo	Remove	2	
5747	13	Box elder	Acer negundo	Remove	2	
5748	16	Box elder	Acer negundo	Remove	2	
5749	10	Black Cherry	Prunus serotina	Remove	1	
5752	26	Box elder	Acer negundo	Remove	3	
5753	10	Hawthorn	Crataegus spp.	Remove	1	
5755	24	Black Cherry	Prunus serotina	Remove	3	
5756	10	Box elder	Acer negundo	Remove	2	
5757	9	Box elder	Acer negundo	Remove	1	
5758	6,13	Box elder	Acer negundo	Remove	2	
5759	22	Box elder	Acer negundo	Remove	3	
5761	20	Box elder	Acer negundo	Remove	2	
5762	12	Box elder	Acer negundo	Remove	2	
5763	10	Box elder	Acer negundo	Remove	1	
5764	11	Box elder	Acer negundo	Remove	1	
5765	9	Box elder	Acer negundo	Remove	1	
5766	15,15,15	Black Cherry	Prunus serotina	Remove		9
5767	12	Black Cherry	Prunus serotina	Remove	2	
5768	18,18	Box elder	Acer negundo	Remove		5
5771	16	Box elder	Acer negundo	Remove	2	
5772	28	Box elder	Acer negundo	Remove	3	
5773	10	Box elder	Acer negundo	Remove	1	
5774	14	Box elder	Acer negundo	Remove	2	
5776	10	Hawthorn	Crataegus spp.	Remove	1	
5777	15,15	Black Walnut	Juglans nigra	Remove		4
5778	19	Black Walnut	Juglans nigra	Remove	2	
5779	12,12,12,12	Black Cherry	Prunus serotina	Remove		6
5780	19	Black Cherry	Prunus serotina	Remove	2	
5781	12	Box elder	Acer negundo	Remove	2	
5782	12	Box elder	Acer negundo	Remove	2	
5783	11,11	Box elder	Acer negundo	Remove		3
5786	10	Box elder	Acer negundo	Remove	1	
5787	19	Box elder	Acer negundo	Remove	2	
5789	8	Box elder	Acer negundo	Remove	1	
5790	10,10	Box elder	Acer negundo	Remove		3
5791	12	Box elder	Acer negundo	Remove	2	
5792	15	Box elder	Acer negundo	Remove	2	
5793	7,13	Box elder	Acer negundo	Remove	2	
5794	15	Box elder	Acer negundo	Remove	2	
5795	10	Box elder	Acer negundo	Remove	2	
5796	13	Box elder	Acer negundo	Remove	2	
5797	8	Box elder	Acer negundo	Remove	1	
5798	8,9	Box elder	Acer negundo	Remove	1	
5799	13	American Elm	Ulmus americana	Remove	2	
5800	17	Box elder	Acer negundo	Remove	2	
5801	8	Box elder	Acer negundo	Remove	1	
5802	19	Eastern Cottonwood	Populus deltoides	Remove	2	
5804	8	Box elder	Acer negundo	Remove	1	
5805	12	Box elder	Acer negundo	Remove	2	
5806	8	Box elder	Acer negundo	Remove	1	
5807	8	Box elder	Acer negundo	Remove	1	
5808	17	Box elder	Acer negundo	Remove	2	
5810	8,8,8	Box elder	Acer negundo	Remove	1	
5811	10	Box elder	Acer negundo	Remove	2	
5812	18	Box elder	Acer negundo	Remove	2	
5813	18	Box elder	Acer negundo	Remove	2	
5814	16	Box elder	Acer negundo	Remove	2	
5815	10,10	Box elder	Acer negundo	Remove		3
5816	12	Box elder	Acer negundo	Remove	2	
5817	19	Box elder	Acer negundo	Remove	1	
5818	13	Black Walnut	Juglans nigra	Remove	2	
5824	8	Hawthorn	Crataegus spp.	Remove	1	
5825	19	Box elder	Acer negundo	Remove	2	
5826	16	Box elder	Acer negundo	Remove	2	
5828	10	Black Walnut	Juglans nigra	Save		
5829	19	Black Walnut	Juglans nigra	Save		
5830	14	American Elm	Ulmus americana	Save		
5831	11	Black Walnut	Juglans nigra	Save		
5832	8	White Ash	Fraxinus americana	Remove	1	
5833	14,14	Box elder	Acer negundo	Remove		4
5834	21	Black Walnut	Juglans nigra	Save		
5835	18	Black Cherry	Prunus serotina	Save		
5836	8	Black Cherry	Prunus serotina	Save		
5837	24	Eastern Cottonwood	Populus deltoides	Save		
5838	8	Common Apple	Malus spp.	Save		
5839	10	Box elder	Acer negundo	Remove	1	
5840	20	Box elder	Acer negundo	Remove	2	
5841	12,12	Box elder	Acer negundo	Save		
5842	15	Black Cherry	Prunus serotina	Save		
5843	17	Black Cherry	Prunus serotina	Save		
5844	10	Black Cherry	Prunus serotina	Save		
5845	12	Black Cherry	Prunus serotina	Save		
5846	19	Hawthorn	Crataegus spp.	Save		
5847	8	Hawthorn	Crataegus spp.	Save		
5848	19	Hawthorn	Crataegus spp.	Save		
5849	10	American Elm	Ulmus americana	Save		
5850	16	Box elder	Acer negundo	Save		
5851	24	Black Cherry	Prunus serotina	Save		
5852	10	Black Cherry	Prunus serotina	Save		
5853	14	Black Cherry	Prunus serotina	Save		
5854	12	Black Cherry	Prunus serotina	Save		
5855	10	Box elder	Acer negundo	Remove	2	
5856	24	Box elder	Acer negundo	Remove	3	
5857	18	Box elder	Acer negundo	Remove	2	
5858	10	Box elder	Acer negundo	Remove	1	
5859	8	Box elder	Acer negundo	Remove	1	
5861	28	Box elder	Acer negundo	Remove	3	
5862	13,13	Box elder	Acer negundo	Remove		4
5863	8	Box elder	Acer negundo	Remove	1	
5864	17	Box elder	Acer negundo	Remove	2	
5865	16,16	Box elder	Acer negundo	Save		
5866	10,10	Box elder	Acer negundo	Save		
5870	12	Box elder	Acer negundo	Remove	2	
5871	11	Box elder	Acer negundo	Remove	1	
5873	13	Eastern Cottonwood	Populus deltoides	Remove	2	
5875	32	Box elder	Acer negundo	Remove	4	
5876	26	Box elder	Acer negundo	Remove	3	
5878	12	Box elder	Acer negundo	Remove	2	
5879	19	Box elder	Acer negundo	Remove	1	
5880	12	Box elder	Acer negundo	Remove	2	
5881	12	Box elder	Acer negundo	Remove	2	
5883	7,12	Eastern Cottonwood	Populus deltoides	Remove	2	
5884	21	Eastern Cottonwood	Populus deltoides	Remove	3	
5885	16,15	Big Tooth Aspen	Populus grandidentata	Remove		4
5887	9	American Elm	Ulmus americana	Remove	1	
5888	11,11,11,11	Eastern Cottonwood	Populus deltoides	Remove		4
5890	13,13	Eastern Cottonwood	Populus deltoides	Remove		4
5891	19,16	Eastern Cottonwood	Populus deltoides	Remove		4
5892	18,16	Eastern Cottonwood	Populus deltoides	Remove		4
5893	12,12	Eastern Cottonwood	Populus deltoides	Remove		3
5896	10,12,14	Eastern Cottonwood	Populus deltoides	Remove		3
5897	12	Box elder	Acer negundo	Remove	2	
5898	15	Box elder	Acer negundo	Remove	2	
5899	12	Big Tooth Aspen	Populus grandidentata	Remove	2	
5900	8	Big Tooth Aspen	Populus grandidentata	Remove	1	
5901	13	Big Tooth Aspen	Populus grandidentata	Remove	2	
10401	17	Eastern Red Cedar	Juniperus virginiana	Save		
10402	8,9	Honey Locust	Gleditsia triacanthos	Save		
10403	18	Box elder	Acer negundo	Save		
10404	16	Box elder	Acer negundo	Save		
10405	14	Box elder	Acer negundo	Save		
10406	11	Box elder	Acer negundo	Save		
10407	22	Box elder	Acer negundo	Save		
10408	8	Box elder	Acer negundo	Save		
10409	12	Box elder	Acer negundo	Save		
10410	15	Box elder	Acer negundo	Save		
10411	8	Box elder	Acer negundo	Save		
10412	15	Box elder	Acer negundo	Save		
10413	8	Box elder	Acer negundo	Save		
10414	13	Box elder	Acer negundo	Save		
10415	24	Box elder	Acer negundo	Save		
10416	20	Box elder	Acer negundo	Save		
10417	10,22	Box elder	Acer negundo	Save		
10418	10,15	Box elder	Acer negundo	Save		
10419	8	Box elder	Acer negundo	Save		
10420	12	Box elder	Acer negundo	Save		
10421	8	Box elder	Acer negundo	Save		
10422	12	Box elder	Acer negundo	Save		
10423	10	Box elder	Acer negundo	Save		
10424	16	Box elder	Acer negundo	Save		
10425	15	Common Apple	Malus spp.	Save		
10426	8	Box elder	Acer negundo	Save		
10427	12,12,18	Box elder	Acer negundo	Save		
10428	10,13	Eastern Cottonwood	Populus deltoides	Save		
10487	11,13	Honey Locust	Gleditsia triacanthos	Save		
10488	19	Honey Locust	Gleditsia triacanthos	Save		
10489	24	Unknown Tree		Save		
10490	13	Honey Locust	Gleditsia triacanthos	Save		
10491	24	Unknown Tree		Save		
10492	19	Honey Locust	Gleditsia triacanthos	Save		
10493	36	Black Cherry	Prunus serotina	Save		
10494	9	Honey Locust	Gleditsia triacanthos	Save		
10495	9	Honey Locust	Gleditsia triacanthos	Save		
10496	8	Honey Locust	Gleditsia triacanthos	Save		
10497	8,8	Box elder	Acer negundo	Save		
10498

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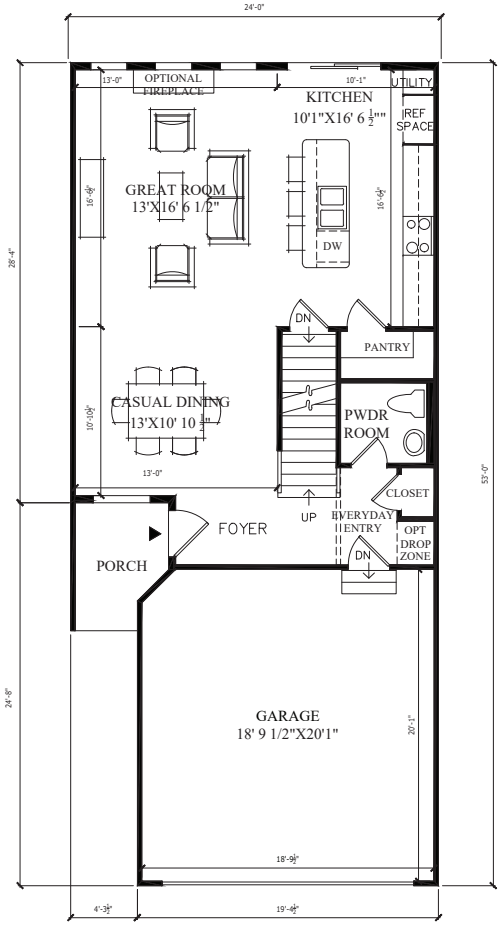
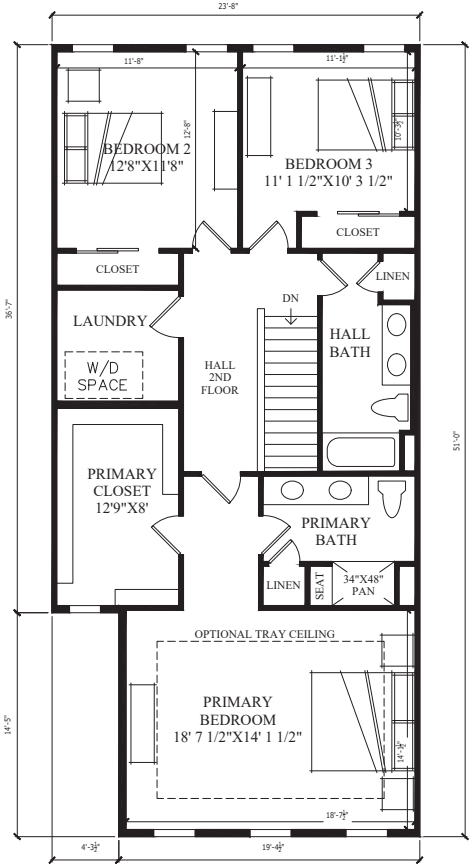


HOWE - FIRST FLOOR PLAN

SCALE: 1/8"=1'-0"



HOWE - SECOND FLOOR PLAN

SCALE: 1/8"=1'-0"

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SET REVISION INFO

PRODUCT LINE

MODEL/PROJECT NAME

ELEVATION NAME

DRAWN BY -

CHECKED BY -

SHEET DATE - 6-30-2023

SHEET DESCRIPTION: HOWE FLOOR PLANS

SHEET NUMBER: TB-1

SERIAL NUMBER

DATE: Friday, April 28, 2023 - 9:27:49 am

DATE: Friday, June 30, 2023 - 10:27:49 am

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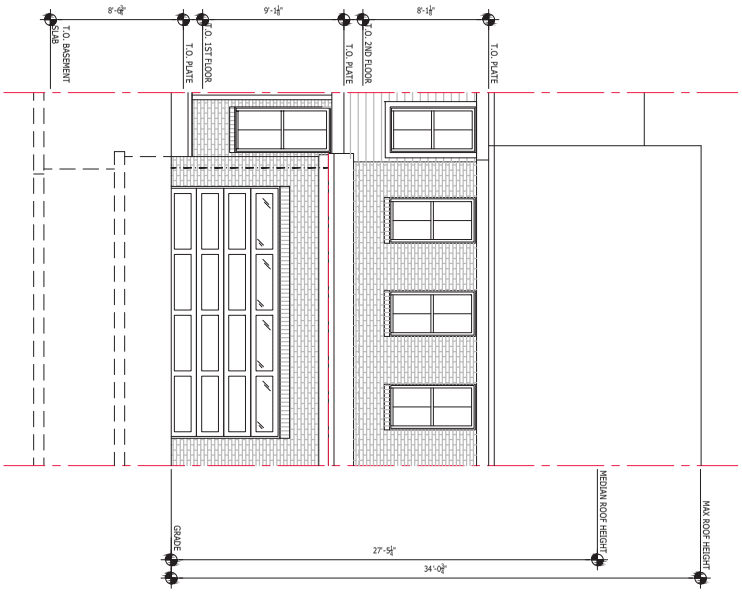
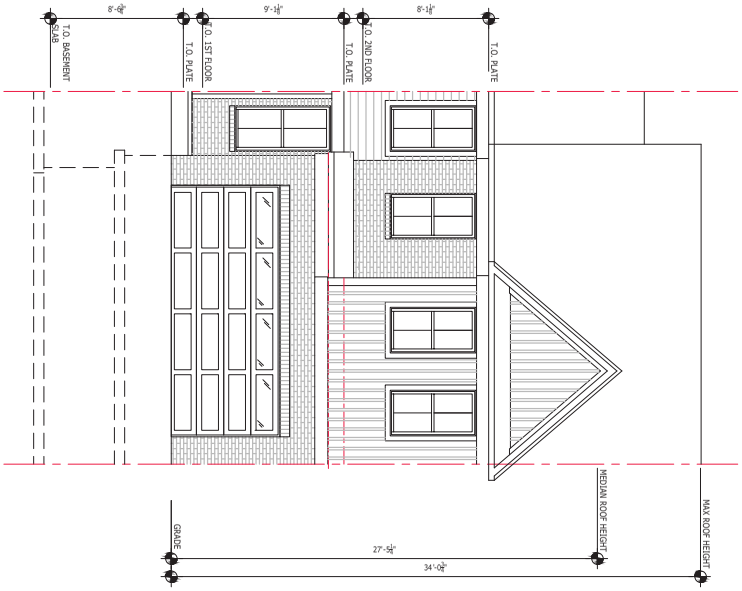
HOWE NEWHAVEN - FRONT ELEVATION

SCALE: 1/8"=1'-0"



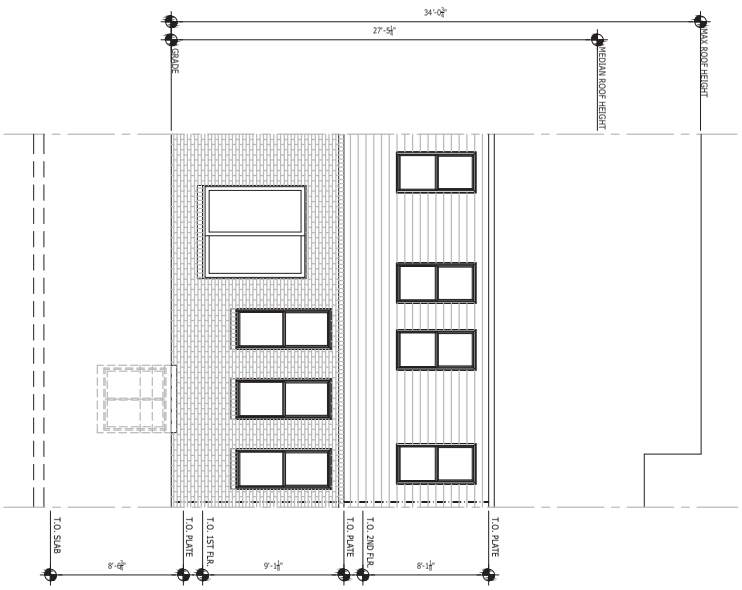
HOWE WETHERBY - FRONT ELEVATION

SCALE: 1/8"=1'-0"



HOWE ALL ELEVATIONS - REAR ELEVATION

SCALE: 1/8"=1'-0"



SERIAL NUMBER	SHEET DESCRIPTION: HOWE ELEVATIONS	DRAWN BY -	PRODUCT LINE	SHEET REVISION INFO	TOLLARCHITECTURE PHILADELPHIA - ORLANDO DALLAS - LOS ANGELES - SEATTLE 1140 Virginia Drive, Fort Washington, PA 19034 P 215-295-5300 | F 215-295-5314 A Division of Toll Brothers
		CHECKED BY -	MODEL/PROJECT NAME		
		SHEET DATE - 6-30-2023		SET REVISION INFO	
	SHEET NUMBER: TB-2		ELEVATION NAME		

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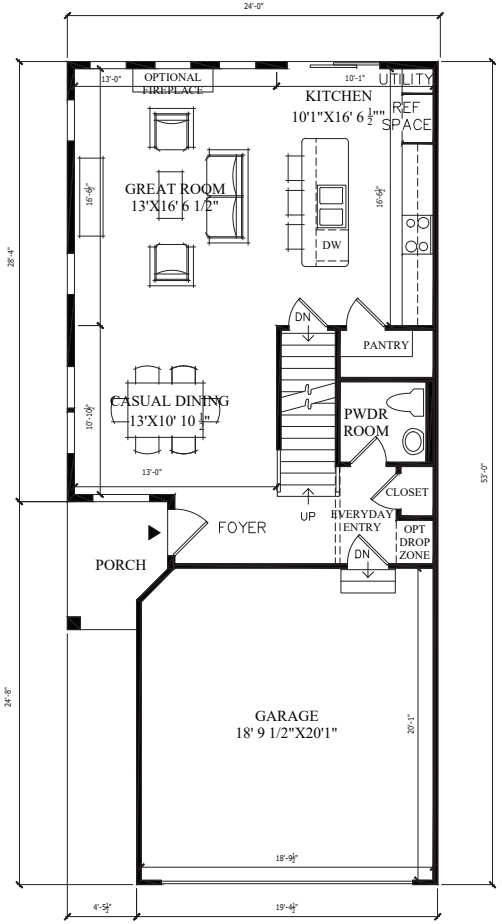
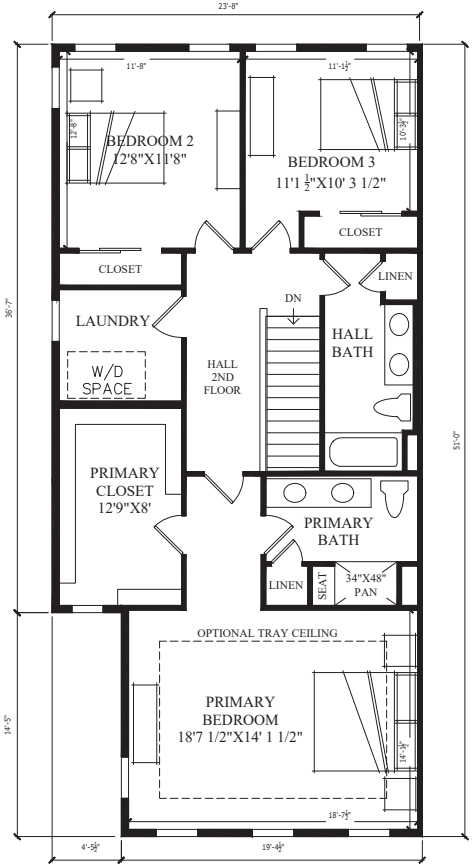


HOWE ELITE - FIRST FLOOR PLAN

SCALE: 1/8"=1'-0"



HOWE ELITE - SECOND FLOOR PLAN

SCALE: 1/8"=1'-0"

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SHEET REVISION INFO

SET REVISION INFO

PRODUCT LINE

MODEL/PROJECT NAME

ELEVATION NAME

DRAWN BY: -

CHECKED BY: -

SHEET DATE: 6-30-2023

SHEET DESCRIPTION: HOWE ELITE FLOOR PLANS

SHEET NUMBER: TB-3

SERIAL NUMBER

DATE: Friday, April 28, 2023 - 9:27:49 am

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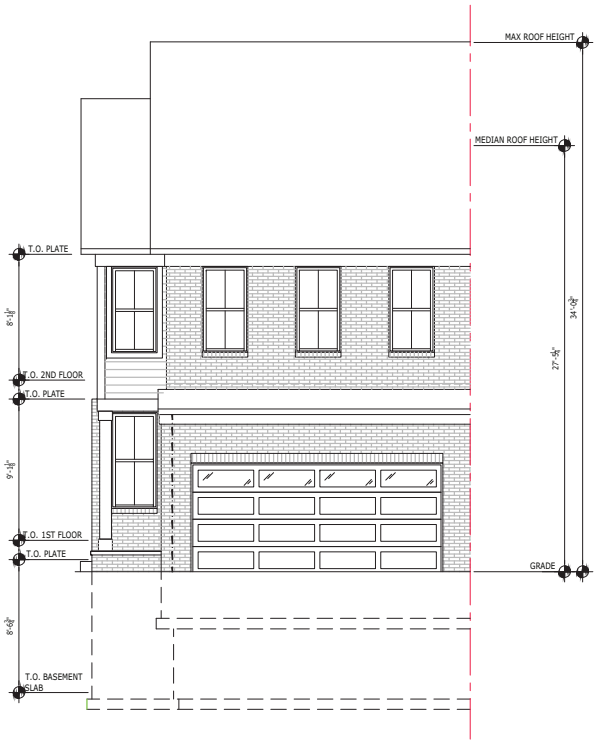
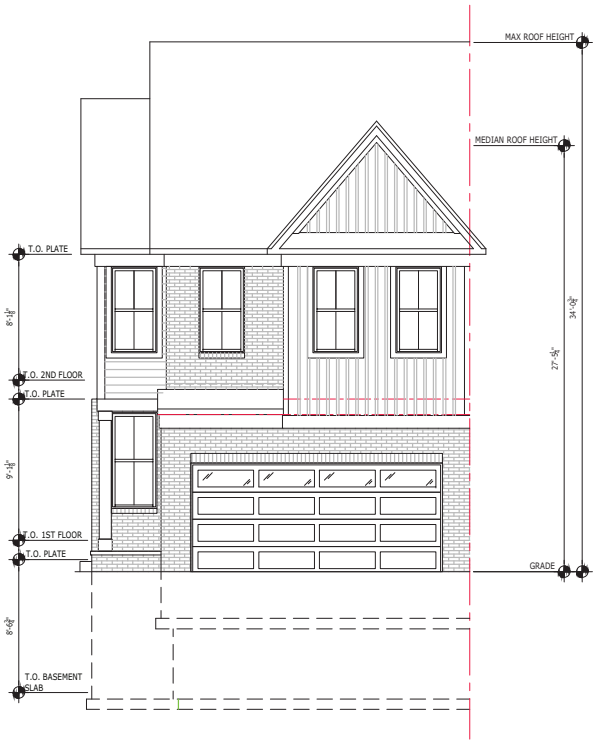


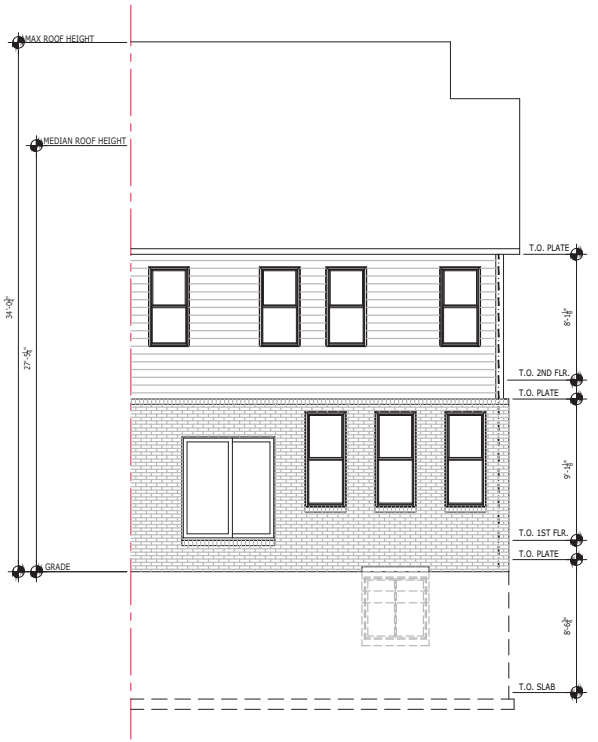
HOWE ELITE NEWHAVEN - FRONT ELEVATION

SCALE: $\frac{1}{8}$"=1'-0"



HOWE ELITE WETHERBY - FRONT ELEVATION

SCALE: $\frac{1}{8}$"=1'-0"



HOWE ELITE ALL ELEVATIONS - REAR ELEVATION

SCALE: $\frac{1}{8}$"=1'-0"

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PRODUCT LINE

MODEL/PROJECT NAME

ELEVATION NAME

DRAWN BY -

CHECKED BY -

SHEET DATE - 6-30-2023

SHEET DESCRIPTION: HOWE ELITE ELEVATIONS

SHEET NUMBER: TB-4

SERIAL NUMBER

DATE: Friday, April 28, 2023 - 9:27:55 am

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HOWE ELITE WETHERBY - SIDE ELEVATION

SCALE: $\frac{1}{8}$"=1'-0"

HOWE ELITE NEWHAVEN - SIDE ELEVATION

SCALE: $\frac{1}{8}$"=1'-0"

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PRODUCT LINE

MODEL/PROJECT NAME

ELEVATION NAME

DRAWN BY -

CHECKED BY -

SHEET DATE - 6-30-2023

SHEET DESCRIPTION: HOWE ELITE ELEVATIONS

SHEET NUMBER: TB-5

SERIAL NUMBER

DATE: Friday, April 28, 2023 - 9:27:53 am

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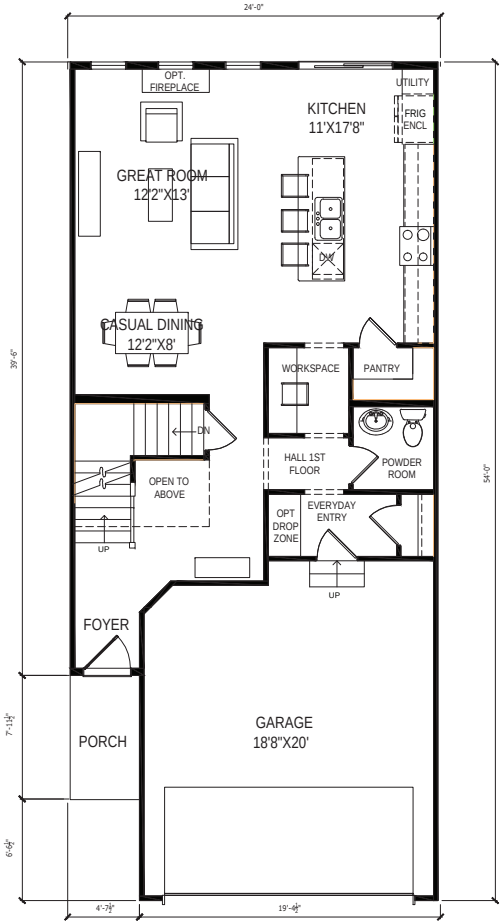
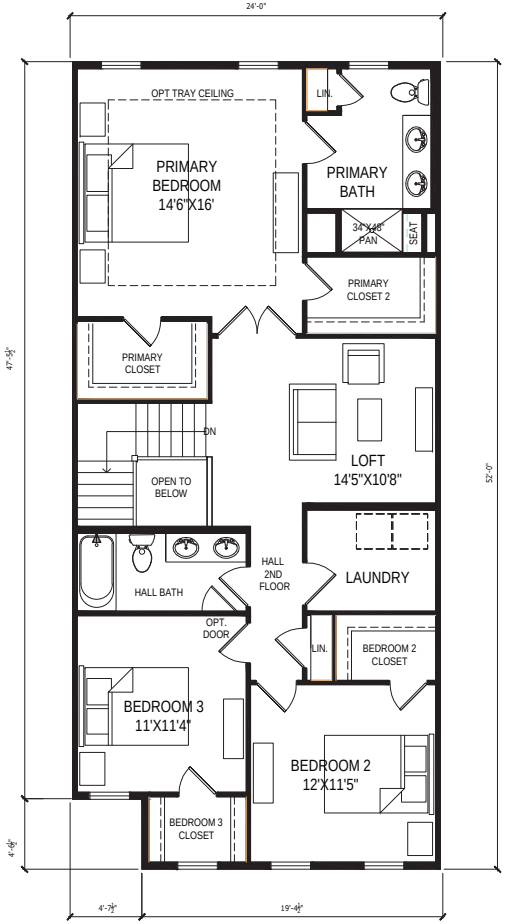


SANDERS - FIRST FLOOR PLAN

SCALE: $\frac{1}{8}$"=1'-0"



SANDERS - SECOND FLOOR PLAN

SCALE: $\frac{1}{8}$"=1'-0"

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SET REVISION INFO

PRODUCT LINE

MODEL/PROJECT NAME

ELEVATION NAME

DRAWN BY -

CHECKED BY -

SHEET DATE - 6-30-2023

SHEET DESCRIPTION: SANDERS FLOOR PLANS

SHEET NUMBER: TB-6

SERIAL NUMBER

DATE: Friday, April 28, 2023 - 9:27:51 am

DATE: Friday, June 30, 2023 - 10:27:52 am

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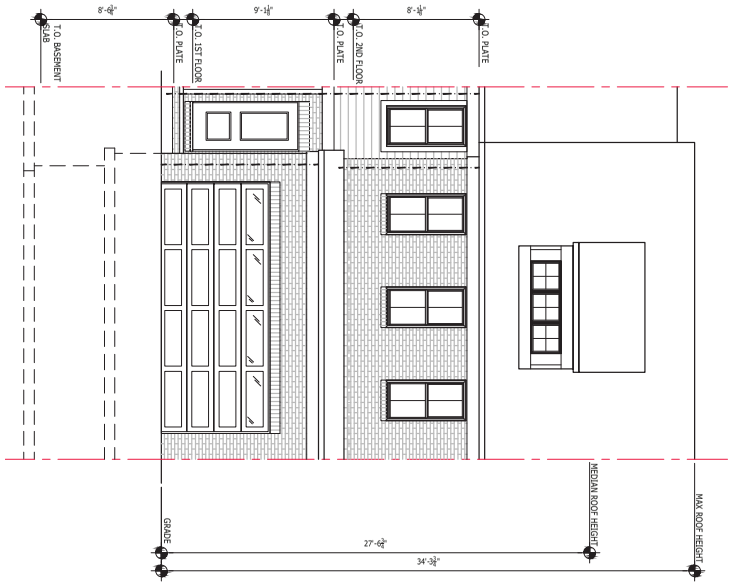
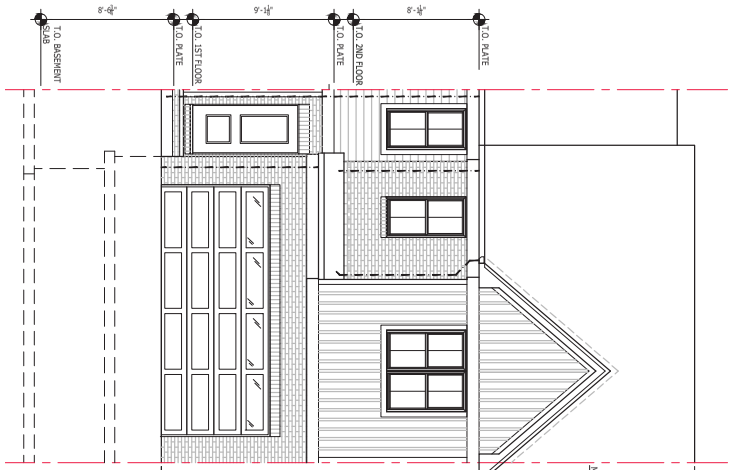
SANDERS NEWHAVEN - FRONT ELEVATION

SCALE: 1/8"=1'-0"



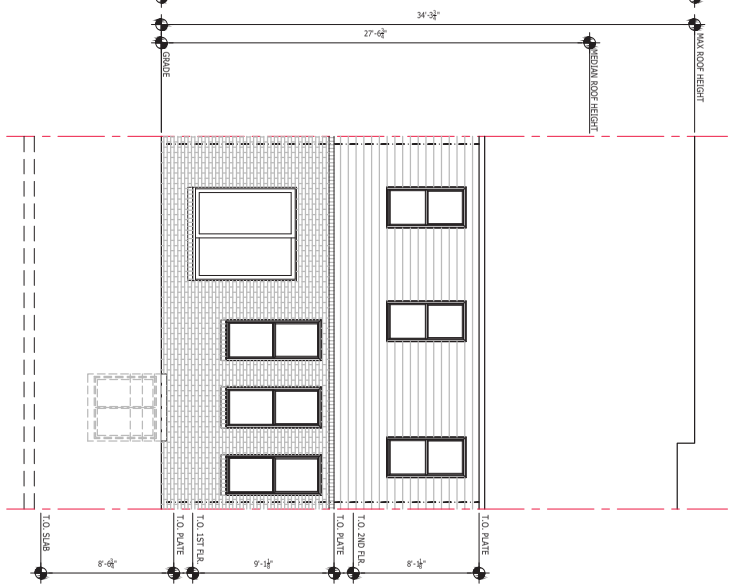
SANDERS WETHERBY - FRONT ELEVATION

SCALE: 1/8"=1'-0"



SANDERS ALL ELEVATIONS - REAR ELEVATION

SCALE: 1/8"=1'-0"



SHEET DESCRIPTION: SANDERS ELEVATIONS	DRAWN BY -	PRODUCT LINE	SHEET REVISION INFO	TOLLARCHITECTURE PHILADELPHIA - ORLANDO DALLAS - LOS ANGELES - SEATTLE
	CHECKED BY -	MODEL/PROJECT NAME	SET REVISION INFO	1140 Virginia Drive, Fort Washington, PA 19034 P 215-295-5300 | F 215-295-5314 A Division of Toll Brothers
SHEET NUMBER: TB-7	SHEET DATE: 6-30-2023	ELEVATION NAME		

SERIAL NUMBER

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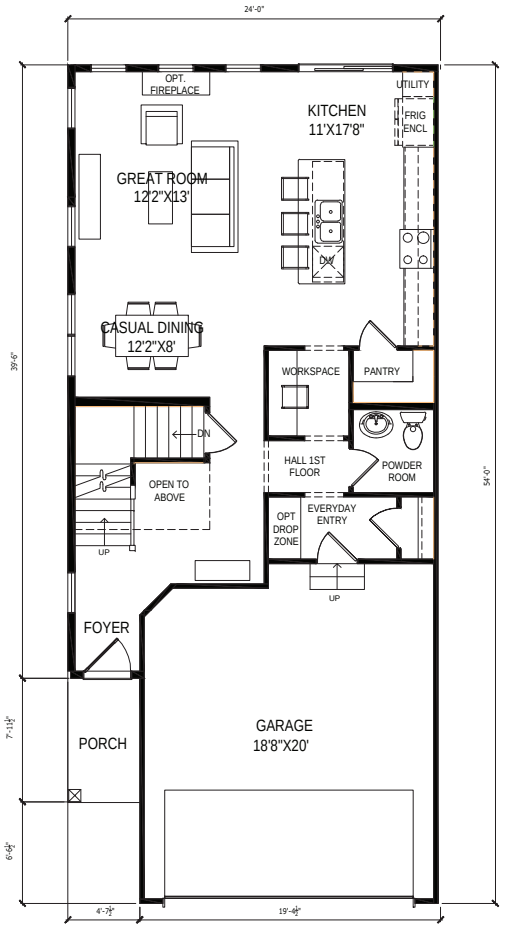
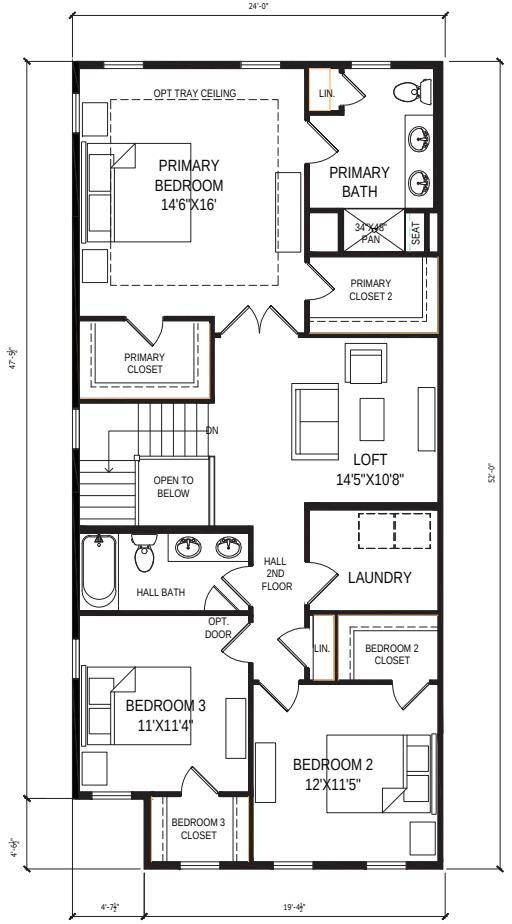


SANDERS ELITE- FIRST FLOOR PLAN

SCALE: $\frac{1}{8}$"=1'-0"



SANDERS ELITE- FIRST FLOOR PLAN

SCALE: $\frac{1}{8}$"=1'-0"

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PRODUCT LINE

MODEL/PROJECT NAME

ELEVATION NAME

DRAWN BY -

CHECKED BY -

SHEET DATE - 6-30-2023

SHEET DESCRIPTION: SANDERS ELITE FLOOR PLANS

SHEET NUMBER: TB-8

SERIAL NUMBER

DATE: Friday, April 28, 2023 - 9:27:23 am

DATE: Friday, June 30, 2023 - 10:27:53 am

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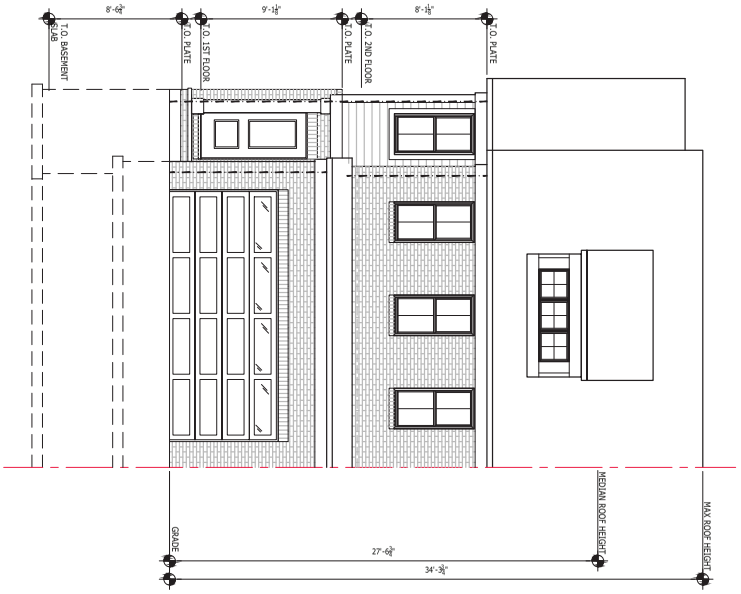
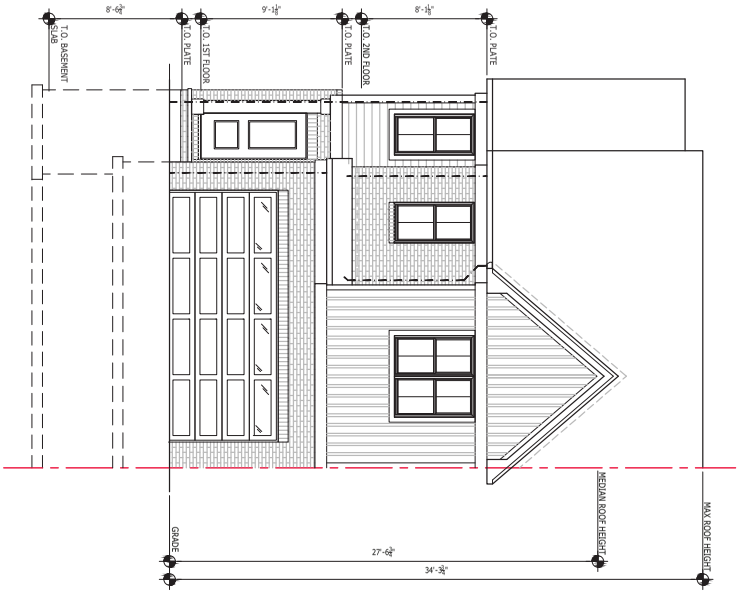
SANDERS ELITE NEWHAVEN - FRONT ELEVATION

SCALE: 1/8"=1'-0"



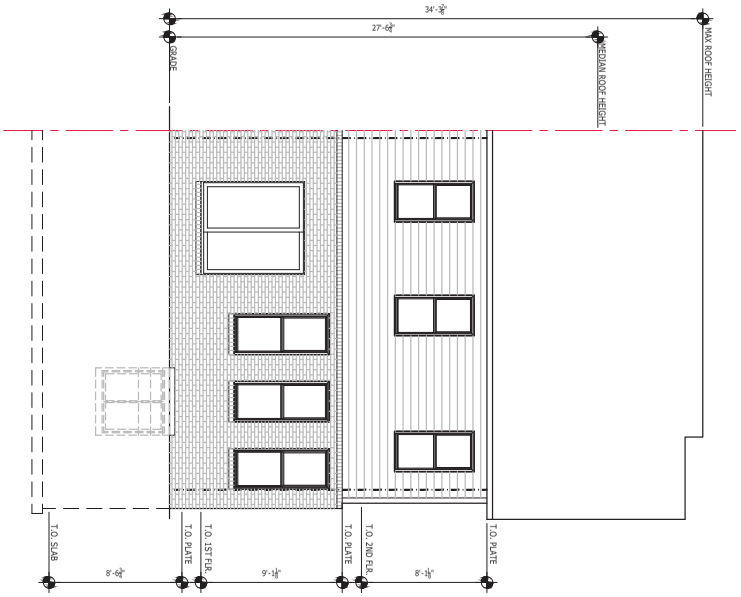
SANDERS ELITE WETHERBY - FRONT ELEVATION

SCALE: 1/8"=1'-0"



SANDERS ELITE ALL ELEVATIONS - REAR ELEVATION

SCALE: 1/8"=1'-0"



SERIAL NUMBER	SHEET DESCRIPTION: SANDERS ELITE ELEVATIONS	DRAWN BY - / CHECKED BY - / SHEET DATE 6-30-2023	PRODUCT LINE / MODEL/PROJECT NAME / ELEVATION NAME	SHEET REVISION INFO / SET REVISION INFO	TOLL ARCHITECTURE PHILADELPHIA - ORLANDO DALLAS - LOS ANGELES - SEATTLE 1140 Virginia Drive, Fort Washington, PA 19034 P 215-205-5300 | F 215-205-5314 A Division of Toll Brothers
SHEET NUMBER	TB-9				

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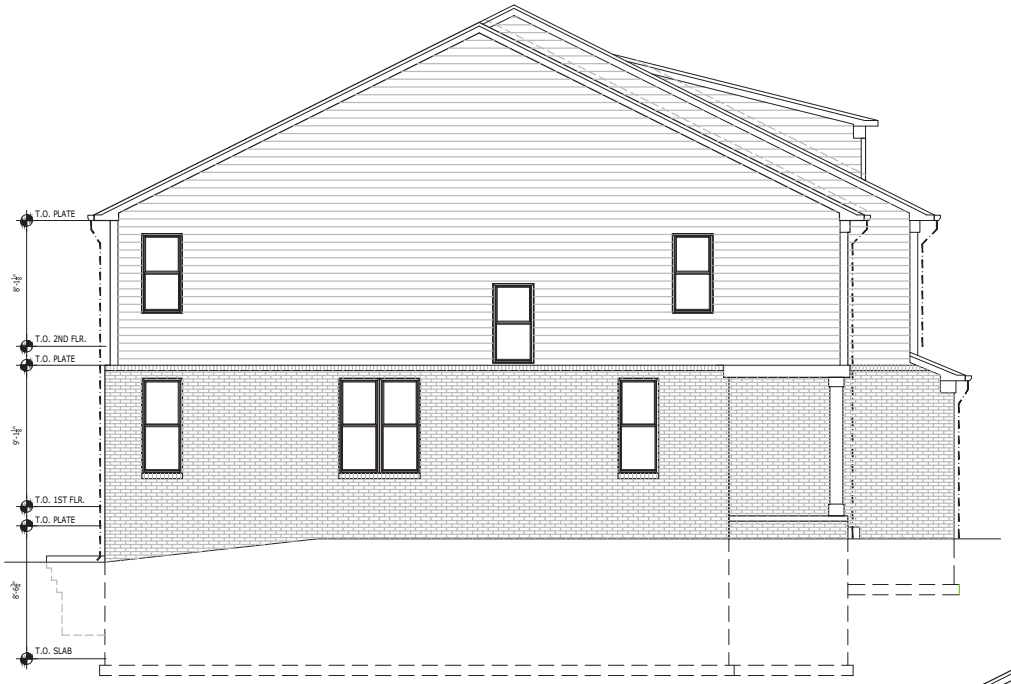

SANDERS ELITE NEWHAVEN - SIDE ELEVATION

SCALE: $\frac{1}{8}$"=1'-0"

SANDERS ELITE WETHERBY - SIDE ELEVATION

SCALE: $\frac{1}{8}$"=1'-0"

TOLLARCHITECTURE
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SHEET REVISION INFO

SET REVISION INFO

PRODUCT LINE

MODEL/PROJECT NAME

ELEVATION NAME

DRAWN BY -

CHECKED BY -

SHEET DATE - 6-30-2023

SHEET DESCRIPTION
SANDERS ELITE ELEVATIONS

SHEET NUMBER
TB-10

SERIAL NUMBER

DATE: Friday, April 28, 2023 - 9:27:23 am

DATE: Friday, April 28, 2023 - 9:27:5 am

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	5.15 Schedule Regulating Façade Materials - RM-1 - Region 1					
	Ordinance					
	Brick Natural Clay - Minimum 30%		Wood Siding, painted, t&g and batten siding - Maximum 50%		Asphalt Shingles - Maximum 50%	
Model/ Elevation	Meets	Deviation Req'd	Meets	Deviation Req'd	Meets	Deviation Req'd
Howe/ Newhaven - Front Elevation	X		X			X-55%
Howe/ Wetherby - Front Elevation		X-22%	X		X	
Howe/ All Elevations - Rear Elevation		X-27%	X		X	
Howe Elite/ Newhaven - Front Elevation	X		X			X-55%
Howe Elite/ Wetherby - Front Elevation		X-22%	X		X	
Howe Elite/ All Elevations- Rear Elevation		X-27%	X		X	
Howe Elite/ Newhaven - Side Elevation	X			X-62%	X	
Howe Elite/ Wetherby - Side Elevation	X			X-59%	X	
Sanders/ Newhaven - Front Elevation	X		X		X	
Sanders/ Wetherby - Front Elevation		X-21%	X		X	
Sanders/ All Elevations - Rear Elevation		X-26%	X		X	
Sanders Elite/ Newhaven - Front Elevation	X		X		X	
Sanders Elite/ Wetherby - Front Elevation		X-22%	X		X	
Sanders Elite/ All Elevations- Rear Elevation		X-26%	X		X	
Sanders Elite/ Newhaven- Side Elevation	X			X-62%	X	
Sanders Elite/ Wetherby- Side Elevation	X			X-58%	X	

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SHEET REVISION INFO

SET REVISION INFO

PRODUCT LINE

MODEL/PROJECT NAME

ELEVATION NAME

DRAWN BY -

CHECKED BY -

SHEET DATE - 6-30-2023

SHEET DESCRIPTION
FACADE MATERIAL SQUARE FOOTAGES

SHEET NUMBER
TB-11

SERIAL NUMBER

PLANNING REVIEW

PLAN REVIEW CENTER REPORT

Planning Review

September 16, 2024

JZ23-09 NOVI-TEN PRO

Zoning Map Amendment No. 18.740

PETITIONER

Novi Ten Associates

REVIEW TYPE

Revised Formal PRO Plan

Rezoning Request from OS-1 Office Service and I-1 Light Industrial to Low-Density Multiple Family RM-1 and B-2 Community Business with a Planned Rezoning Overlay

PROPERTY CHARACTERISTICS

Section	26	
Site Location	South of Ten Mile Road, East of Novi Road;	
Site School District	Novi Community School District	
Current Site Zoning	OST, Office Service Technology	
Proposed Site Zoning	RM-1, Low-Density Multiple Family	
Adjoining Zoning	North	I-1 Light Industrial and I-2 General Industrial
	East	I-1 Light Industrial
	West	OS-1, Office Service and B-1 Local Business
	South	RM-1, Low-Density Multiple Family with PRO
Current Site Use	Vacant	
Adjoining Uses	North	Warehouse, Machine suppliers, Contractors, Software/Computer services, Outdoor storage
	East	Vacant, Railroad ROW
	West	Pharmacy, Dental Office
	South	Ridgeview Villas multiple family residential
Site Size	34 acres proposed for rezoning: 6.97 to B-2 and 27 to RM-1	
Parcel ID's	50-22-26-101-024, 50-22-26-101-028 (portions)	
Plan Date	June 17, 2024	

PROJECT SUMMARY

The subject property is located on the south side of Ten Mile Road, east of Novi Road in Section 26 of the City of Novi. The property to be rezoned totals about 34 acres. About 27 acres is proposed to be rezoned to RM-1, Low-Density Multiple Family. The applicant is proposing to develop 71-unit multiple-family residential units in 14 townhouse-style buildings (2-story) on a portion, while preserving 15.87 acres as a natural area. To the west and north of the residential area, 6.97 acres is proposed to be rezoned to B-2, Community Business. The commercial area would be developed with approximately 35,900 square feet of restaurant and retail uses. Three new access points to Ten Mile Road would be constructed – one for the residential section and two for the commercial portion. The commercial piece would also utilize the existing driveway shared with the dental office. A pocket park on the eastern side of the property would have a separate access drive from 10 Mile. The applicant is requesting to rezone with a Planned Rezoning Overlay.

PRO OPTION

The PRO option creates a "floating district" with a conceptual plan attached to the rezoning of a parcel. As part of the PRO, the underlying zoning is proposed to be changed (in this case from OS-1 and I-1 to RM-1 and B-2), and the applicant submits a detailed conceptual plan for development of the site, along with site-specific conditions relating to the proposed improvements. After Staff and consultant review, the proposed request goes through initial review by the Planning Commission and City Council to review and comment on whether the project meets the requirements of eligibility for a PRO. The applicant can then make any changes to the Concept Plan based on the feedback received and resubmit for formal review. The Planning Commission holds a public hearing and makes a recommendation to City Council. The City Council reviews the Concept Plan, and if the plan receives tentative approval, it directs the preparation of an agreement between the City and the applicant, which also requires City Council approval. Following final approval of the PRO concept plan and PRO agreement, the applicant will submit for Preliminary and Final Site Plan approval under standard site plan review procedures. If development is not commenced within two years from the effective date of the PRO Agreement it will expire, unless otherwise agreed to by the parties.

RECOMMENDATION

Staff has noted concerns about the proposed residential uses' compatibility with the heavy industrial zoning to the north, inconsistency with the recommendations of the Master Plan's Future Land Use Map, and the estimated increase in traffic. However, most of those concerns have been eased as the applicant has eliminated some of the screening issues, changed the request from B-3, General Business to B-2, Community Business and eliminated auto-oriented uses, and provided conditions that will represent an overall benefit of the project. The number of daily trips are also much closer to the traffic that would be expected from development under the current zoning designations since the commercial area was reduced from 60,000 square feet to 36,000 square feet. The proposal provides community benefits that would not be possible to achieve in the absence of the Planned Rezoning Overlay. **Planning Staff recommends approval to move forward to Planning Commission and City Council consideration of the PRO request.**

PROJECT HISTORY

Conceptual documents for the project were submitted and reviewed by City staff and consultants in a pre-application submittal in July 2021. Comments were provided on the information submitted based on compliance with the Zoning Ordinance and City Codes, but no recommendations for approval were made at that time. Since then, a revised Planned Rezoning Overlay ordinance was adopted by City Council.

In March 2023, the Initial PRO Concept Plan was submitted for review. Staff determined that several aspects of the B-3 component did not meet the standards of the PRO Ordinance, as there were no detailed plans, use or size restrictions, or any other conditions presented that would provide an overall benefit to the public that would outweigh the detriments. As presented at that time, the B-3 rezoning would not be eligible for the optional rezoning with Planned Rezoning Overlay.

Since then, the applicant submitted a revised concept plan in October, 2023 with more details on the (then proposed) B-3 portion of the site, clarification of benefits and deviations, and additional area to be rezoned to RM-1 rather than remaining I-1 Light Industrial. Based on comments received from staff on that review, the applicant asked to have their full traffic study reviewed by the City's consultant, and have again submitted revisions to their concept plan.

On February 21, 2024, a public hearing was held and the Planning Commission offered initial feedback on the proposal. Those comments are summarized below. On April 8, 2024, City Council considered the request and provided feedback to the applicant. Those comments are also summarized on the following pages.

PLANNING COMMISSION

The Planning Commission held a Public Hearing on February 21, 2024, to review and make comments on the proposal's eligibility for using the Planned Rezoning Overlay option. Comments made at that time are reflected in the meeting minutes and are summarized here:

- The proximity of the railroad tracks crossing 10 Mile Road just east of this site poses some concerns. When the train passes through, or sometimes stops on the tracks, traffic on 10 Mile Road can get very backed up. Additional traffic in this area could make that worse.
- The applicant should provide clear depictions of what could be developed under the current I-1 District, to show what development might occur if the rezoning is not approved.
- The applicant should clearly show how stormwater detention system will work to alleviate concerns residents raised regarding flooding.
- More woodland replacement credits could be planted on-site to provide more screening between the residents to the south.
- The proposal has a very small amount of wetland impact (0.1 acre) and a large amount of wetland (15.87 acres) is planned to be permanently protected in a conservation easement.
- The residential use being proposed next to the Ridgeview development would be better in the long run to have compatible zoning rather than an industrial use adjacent to residential.
- There were questions about the existing public sidewalk easement that was granted as a public amenity when the Ridgeview PRO was approved, and it could be a nice amenity to be able to walk to the Novi Athletic Club or the dog park or up to the businesses along 10 Mile Road. However, signage might be needed to distinguish the private sidewalks from the public portion in Ridgeview.
- The proximity of the proposed pickleball courts to residents caused concerns. They tend to make a lot of noise and should be located a good distance away from homes.
- The commercial area should not be another strip mall and the project should be designed avoid it looking like one. The individual buildings are laid out in a manner different from a strip retail center.
- Data should be provided related to whether trails in proximity to neighborhoods lead to an increase in crime, as many residents were suggesting.
- The applicant should provide data on the occupancy rate of townhomes and retail/restaurant businesses that might occupy the commercial buildings so they can make their decisions based on the expected viability of the development. The data that has been provided up to now is rather dated.
- Given the concerns about traffic in this area, there are serious concerns about the drive-thru restaurant proposed, and whether there was enough consideration to ensure traffic from that use would back up onto 10 Mile.

CITY COUNCIL

The City Council provided feedback at its meeting on April 8, 2024, on the proposal's eligibility for using the Planned Rezoning Overlay option. Comments made at that time are reflected in the meeting minutes, and comments are summarized here:

- The pickleball courts do not seem to be right for this location, and perhaps the applicant should consider a pocket park for that area instead.
- Pathways connecting two neighborhoods have been a point of resistance for residents for a long time, and the trail behind the homes on the south side would likely receive complaints from the owners of those units. Maybe if they had been developed at the same time that

would have worked. Other members thought the trail connection would be seen as a positive given time.

- Developments for owners are preferable over those for renters.
- Homes that provide first-floor living opportunities are needed in the city, as is heard repeatedly in the Older Adult Needs Committee.
- To accommodate the anticipated traffic demand, there should be coordination between construction of the traffic improvements on 10 Mile at the same time as the development construction. You wouldn't want new residents living there before those improvements are finished.
- Given the area is adjacent to the floodplain, the applicant should make it very clear how the stormwater management system is going to mitigate any risk of flooding to the downstream occupants.
- Screening between the residential development to the south was a concern, and the applicant should show how the existing and proposed trees would provide a buffer between the developments. A rendering showing the perspective from the Ridgeview site would be helpful.
- Screening along 10 Mile was also mentioned as a concern.
- The preservation of the wetland/floodplain area was seen as a positive, especially since this area is part of the headwaters of the Rouge River.
- Energy efficiency, including solar panels or geothermal heating options, good windows and insulation, etc. should all be taken into consideration in the building of these projects.
- The applicant should consider reducing the number of units to reduce the impact on the existing residential development and preserve more open space. The housing should also be similar to the housing to the south.
- The development of the residential and commercial portions of the project should be completed concurrently.
- There was concern about the drive-thru restaurant use shown on the plans, which doesn't seem appropriate for this area. The applicant was asked to consider B-2 uses only, and also restrict certain uses that are not appropriate.
- Along the 10 Mile Road frontage, there appears to be a lot of parking lot area and it would be more interesting to see the buildings closer to the road or something more creative.

The applicant has revised their response letter to directly address the issues raised by the Planning Commission and City Council.

REVIEW COMMENTS

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), Section 7.13 (Amendments to Ordinance) and any other applicable provisions of the Zoning Ordinance. **Please see the attached chart for additional information pertaining to ordinance requirements.** Items in **bold** below must be addressed and incorporated as part of future submittals or in the PRO Agreement:

1. Supporting Documentation: The applicant has provided the following studies as part of their application packet:
   a. **Narrative:** The statement provided indicates that the proposed rezoning allows for development of a walkable community that will connect existing residents to the south to a commercial destination, and new residents with a pathway network within the site and to nearby destinations. The off-site pedestrian connections, such as direct connections to the River Oaks Apartments, as shown on Sheet P.4, are intended to be coordinated as a part of the project, and built by the applicant.

      The narrative statement also notes the conditions and deviations proposed for the project, as well as public benefits. Those are detailed later in this review.

b. **Community Impact Statement**: The statement provided was revised March 11, 2024, and the applicant has provided more recent data as requested. The statement anticipates the proposed uses would have a minor impact on City services, roads and utilities, and environmental features. Positive social and economic impacts are anticipated with increased property tax collections and activating an area of the community.

c. **Rezoning Traffic Impact Study:** The revised submitted study (updated March 11, 2024) notes that the change of use will result in a modest increase in traffic on the local road network compared to likely development under the current zoning. The anticipated daily trips are 2,970 from the proposed uses, whereas the potential uses under the existing zoning is 2,566 trips (16% increase). However, the proposed mix of uses is estimated to generate approximately 35% fewer morning peak hour trips compared to potential development under the existing zoning, and about 1% fewer afternoon peak hour trips. The applicant indicates that they intend to complete the following improvements identified in the study to mitigate the traffic impacts when the commercial portion of the project is developed:

   - *Widen eastbound 10 Mile Road to two through lanes, ending with a right-turn deceleration lane at the site's easternmost residential driveway.*
   - *Widen westbound 10 Mile Road to two through lanes west from the 3rd site driveway to help provide additional capacity for outbound site traffic.*
   - *Extend the center left-turn lane along 10 Mile Road from where it currently ends at Catherine Industrial Road to service all commercial driveways.*

   The applicant will need to coordinate improvements with the Road Commission for Oakland County as 10 Mile Road is under its jurisdiction.

d. **Commercial Market Analysis:** The applicant has previously provided a Market Feasibility Analysis for Commercial Development prepared by The Chesapeake Group, Inc. updated August 7,2024. The report indicates there will be a growth in the number of homes and income for Novi residents, which will increase sales to $94 million from 2021-2027. This would support an additional 229,000 square feet of retail goods and services by 2027. The report specifically points out that while most commercial establishments are appropriate for this site, vehicle-oriented purchase and service activity should be excluded based on the goal to enhance walkability of the area. *"Collectively, with the enhanced linkages to existing anchors, the food and food service composition of much of the activity on the site, and the proposed adjacent other housing development with direct pedestrian linkages to the site, the commercial will act as a "village center" service the neighboring residential and anchor activity."* The report notes that survey results from households in the area reveal that safety and walkability are the two most important issues for choosing where to live.

e. **Wetland Delineation Reports:** Prepared by Niswander Environmental, dated February 2021, the report covers the area of the RM-1 residential site. Five wetland areas were identified, including 3 small areas that are proposed to be impacted. A separate report prepared by Niswander Environmental, dated June 2023, includes the Commercial area of the site. Three small wetland areas (0.12-acre total) that would be impacted, and one large wetland/floodplain surrounding Chapman Creek, which is not proposed to be impacted.

f. **Sign Location Plan:** Detail of signage on sheet 3 of Civil drawings. The sign location plan is provided in the binder of materials, and notes the change of wording needed for each sign. **The sign locations and sign details met the requirements of the Site Plan & Development Manual, and signage has been posted on the site.**

2. Intent of the Commercial District: It is the applicant's stated goal to create a Walkable Community, with the commercial area serving as a village center "for functional life needs and

recreation." Previously the applicant was asked to consider the B-2 Community Business district, which would be more consistent as it is "established to maintain a more pedestrian-friendly environment and to foster a physical development pattern that is well-planned, supportive of moderately intense commercial uses, and aesthetically appealing from both abutting thoroughfares and from within the district." The uses permitted in that district would be more suited to a village center. **The applicant has revised the request to rezone from the previously requested B-3 District to the B-2 District. In addition, they propose to prohibit the following uses: Hotel/Motel, Gas Station, Automobile Repair, Car Wash, Marijuana sales, Check Cashing, and Pawn Shop. Marijuana sales are not permitted in the City of Novi. By changing to the B-2 District, Automobile repair/service/maintenance uses and car washes would not be permitted.**

3. Land Division: The applicant proposes to rezone a portion of two larger parcels. It appears that the applicant intends to create three new parcels. Legal descriptions of the three parcels have been provided.

4. Density: In the RM-1 district, low-rise multiple family residential units are permitted, with the maximum density allowed based on the size of the proposed dwelling units. The applicant indicates all 71 proposed units will be three-bedroom units. The maximum density for 3-bedroom units is 5.4 dwelling units per acre (du/ac). This is also confirmed by the room count described in Section 3.8, which states the maximum number of rooms permitted is the land area in square feet divided by 2000. The applicant's room count is 284. For 284 rooms, the parcel size should be a minimum of 13.04 acres.

   The size of the RM-1 area is 27.07 acres for the townhome parcel. To calculate density, the net site area of a site should exclude any wetlands greater than 2 acres, and right of way. Sheet 6 (revised) shows the total area of Wetland D is 10.729 acres. The net site area of the RM-1 development parcel as calculated by the applicant is 15.74 acres (excludes all 11.33 acres of wetlands on the site). As a result, the density proposed is 4.5 dwelling units per acre (71 units/15.74 acres), which is within the ordinance standard.

5. Adjacent Industrial Uses: On the eastern side of the subject site, the proposed RM-1 residential uses will be directly opposite I-2 General Industrial zoning to the north. The I-2 district permits the most intensive industrial uses in the City, and "is designed primarily for manufacturing, assembling and fabrication activities including large scale or specialized industrial operations, whose physical effects will be felt to some degree by surrounding districts." Because of those likely physical effects, including vibration, noise, and odors, and heavy truck traffic, I-2 zoning has historically not been permitted adjacent to residential uses. Currently the uses on the north side of 10 Mile in the I-2 district include building and landscape contractors, instructional and recreation centers, a metal machinery supplier, outdoor storage yards of building supplies and heavy machinery, and an office building. Other uses permitted in the I-2 district could replace those uses in the future, including auto engine and body repair shops, freight/trucking facilities, concrete operations, junkyards, and other production and manufacturing uses. Here and elsewhere in the city, I-2 areas are often separated from residential uses by railroad tracks, or by transitional and less intense zoning districts. Rezoning the property on the south side of Ten Mile to residential might further limit the industrial uses that are currently permitted on the north side of Ten Mile Road and/or require additional landscaping requirements if the industrial uses redevelop per Section 4.57 of the Zoning Ordinance. **The plan shows landscaped berms along the south side of Ten Mile Road (8-10 feet high on the west, 4-6 feet high on the east of the entrance drive) which would partially buffer the residential units from the existing industrial uses.**

6. Usable Open Space: The applicant shows the usable open space for the residential portion of the project is a 50-foot wide area along the southern edge of the property, and indicates an 8-foot pathway in a public easement within it. **The pathway was previously shown as all concrete, however the section that extends east on the south side of the units is now shown as gravel (but**

a note indicates it may be paved if the City wishes). Staff would prefer a concrete path. Also included is the 0.4 acre park on the west side (between the residential and retail uses – a gazebo and picnic tables, as well as a playground amenity indicated), and the pocket park on the northeast side of the site. **The total usable open space proposed is 107,423 square feet, or 2.47 acres, which exceeds the amount required by the ordinance by 6.5 times.**

7. Wetland Impact: Wetland delineation was originally only completed for the RM-1 portion of the site. A wetland delineation report dated June 2023 evaluated the B-2 commercial area, and appears to show 3 more small wetland areas. The Wetland impacts are now quantified on Sheet 6, including buffer disturbance. The plans show a total wetland impact area of 0.12-acre, which is below the City's threshold to require mitigation.

8. Non-Motorized Access: The plan proposes the required 8-foot sidewalk along the frontage of 10 Mile Road, and 5-foot sidewalks on both sides of the private drive. Additional 8-foot-wide concrete and gravel pathways are proposed along the south side of the project, connecting to the commercial portion on the west side, the existing stub path at Ridgeview of Novi to the south, and continuing along the southern edge of the property and back up to 10 Mile Road (approximately 1,900-2,000 linear feet total). The path largely follows the floodplain line. In some areas it appears there are steep grades – the applicant's engineer should verify whether the pathway will be ADA accessible or will encounter any issues with constructability due to grading, flooding, woodland tree impacts, etc. **If the general public would be permitted to use the trails, an easement would be needed to be provided to permit such use – a 12-foot-wide public easement is indicated on the plans. The applicant would be responsible for maintaining the pathway not in the public right of way. This would be included as a condition within the PRO Agreement. In the applicant states that the two pathway access points to River Oaks West would also be constructed. This would be dependent on them obtaining easements from that property owner.**

9. Plan Review Chart: **The attached chart provides additional comments on many of the Ordinance review standards. Please refer to it in detail.**

10. Other Reviews:
    a. **Engineering:** Engineering indicates no objection to the PRO Plan, with additional comments to be addressed in the Site Plan process. Negative impacts to public utilities are not expected with the requested change to residential and commercial use.
    b. **Landscape:** Landscape recommends approval of the PRO Plan. There are some deviations required that are not supported, but these could be corrected during the Site Plan stage.
    c. **Traffic:** Traffic review notes that the applicant would need a deviation for the parking areas on the major drive for the RM-1 area. An opposite-side driveway spacing waiver is also likely to be required. The revised traffic study shows that the proposed rezoning would result in fewer vehicle trips during peak hours compared to possible development under current zoning.
    d. **TIS Review: AECOM reviewed the revised traffic study and recommended approval with the mitigations/improvements proposed.** Based on the reduction in the commercial area from 60,000 to 36,000 square feet, the total daily trip generation was reduced from 6,560 trips to 2,970 trips. Therefore, the overall daily trip generation is improved for the proposed project, and is about 16% higher than the estimated trips for potential development under the existing zoning (2,566 trips). Compared to potential development under the existing zoning, the study indicates "35% less morning peak hour trips and 1% less afternoon peak hour trips."
    e. **Woodlands:** The tree removal plan proposes a total of 484 tree removals requiring 927 Woodland Replacement Credits, which will require a Woodland Permit. The plans show 215 credits to be planted on site, and 712 credits paid into the Tree Fund. The project complies with the Woodland Protection Ordinance.

f. **Wetlands:** The Wetland review recommends approval. The plans show a total wetland impact of 0.12-acre, which will require a Wetland Permit, but does not meet the threshold for mitigation. A wetland buffer impact of 0.81-acre is also proposed. The project complies with the Wetland and Watercourse Protection Ordinance.

g. **Façade:** Façade notes that the residential elevations provided are not compliant with ordinance standards in some areas where the brick component is under the minimum by a small amount. A Section 9 waiver would be supported. The Commercial building elevations are in full compliance with the Façade Ordinance, and the amount of brick-stone significantly exceeds the 30% required.

h. **Fire**: Fire recommends conditional approval if comments are addressed in site plan submittals.

LAND USE AND ZONING: FOR SUBJECT PROPERTY AND ADJACENT PROPERTIES

Figure 1: Current Zoning

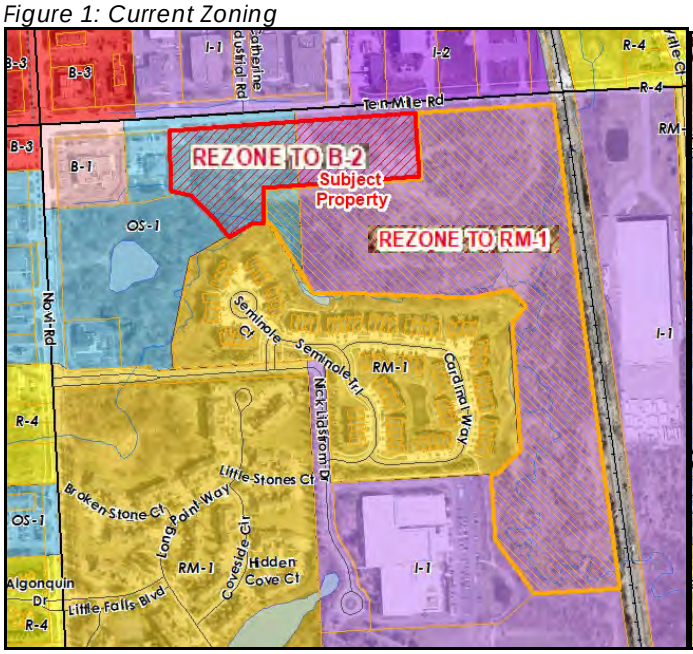
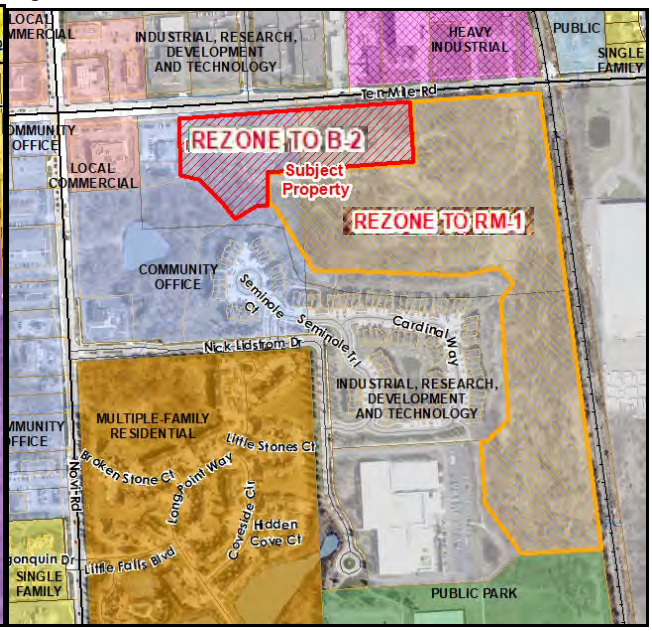


Figure 2: Future Land Use



The following table summarizes the zoning and land use status for the subject property and surrounding properties.

	Existing Zoning	Existing Land Use	Master Plan Land Use Designation
Subject Property	OS-1 Office Service I-1 Light Industrial	Vacant	Industrial Research Service and Technology; Heavy Industrial (Uses consistent with I-1 and I-2, respectively)
Northern Parcels	I-1 Light Industrial I-2 General Industrial	Warehouse, Contractors, Outside Storage, Office	
Eastern Parcels	I-1 Light Industrial	Vacant	Industrial Research Service and Technology
Western Parcels	OS-1: Office Service	Dental Office; Vacant	Community Office
Southern Parcels	RM-1 with PRO	Multifamily residential	Community Office Industrial Research Service and Technology

Compatibility with Surrounding Land Use

The subject property is located along the south side of Ten Mile Road and east of Novi Road. The north side of Ten Mile Road is developed with office, warehouse, outdoor storage and other industrial uses. The area to the south is developed as a multiple-family townhouse development, Ridgeview of Novi, which was approved as a Planned Rezoning Overlay in 2015. To the west is a dental office, and the remaining vacant portion of land owned by the applicant, which fronts on Novi Road. On the east side of the project is the remaining land owned by the applicant, which abuts the railroad tracks and contains a large area of wetland and floodplain associated with the Middle Rouge River. The southern portion is now proposed for rezoning to RM-1, although it appears unlikely that it could ever be developed due to the floodplain (See Figure 4 for floodplain area)**.**

Figure 3: Names of surrounding developments and businesses

The most noticeable impact of the proposed development on adjacent properties and 10 Mile Road users would be the increase in traffic, as shown in the applicant's traffic study. However, compared to potential development under the current zoning, there is a small overall increase in daily trips and a 35% decrease during the morning peak hour. See additional comments regarding the Rezoning Traffic Study on page 3 and in AECOM's review letter attached.

The residential use to the south may benefit from having a similar residential use to the north rather than an industrial development, as well as convenient access to commercial goods and services. The residential units are proposed to be set back over 100 feet from the southern property line, which is the same setback an I-1 use would be required to have on this parcel under the current zoning.

The applicant's narrative notes the commercial area will be developed with "*new end users such as neighborhood sidewalk café, small market, etc.*" The applicant has changed the proposed district from B-3 General Business to B-2 Community Business, which will preclude the development of drive-thru restaurants, auto dealerships, mini-lube and oil change establishments, car washes, tattoo parlors, and microbreweries. Other uses the applicant agrees to exclude include fueling stations and hotel/motels, and marijuana facilities.

Figure 4: FEMA Floodplain areas

Comparison of Zoning Districts

The following tables provide comparisons of the current and proposed zoning classifications. The proposed B-2 district is compared to OS-1 (although there is some area proposed for B-2 that is currently I-1) and the proposed RM-1 area is compared to the current I-1 zoning. It is not a direct comparison, given that the character of the districts are clearly distinct from each other. It represents a change of use from Office to Commercial/Retail, and Industrial to Residential. The requirements for building and parking setbacks, height, buffering and lot coverage are similar for the OS-1 and B-3 districts.

	OS-1 (EXISTING)	B-2 (PROPOSED)
Intent	The OS-1, Office Service District is designed to accommodate uses such as offices, banks, facilities for human care and personal services which can serve as transitional areas between residential and commercial districts and to provide a transition between major thoroughfares and residential districts.	The B-2, Community Business district is characterized by an integrated cluster of establishments served by a common parking area. The district is meant to establish a more pedestrian-friendly environment that is well-planned, supportive of moderately intense commercial

	OS-1 (EXISTING)	B-2 (PROPOSED)
		uses, and aesthetically appealing.
Principal Permitted Uses	Professional and medical office; Facilities for human care; Financial institutions with accessory drive-in facilities; Personal service establishments; Parking lots; Places of worship; Publicly owned and operated parks, parkways and outdoor recreational facilities; Public or private health and fitness facilities and clubs	Retail business and business service uses; Business establishments performing services on premises, professional services; Professional services; Dry cleaning, Service establishments of an office showroom or workshop nature; Restaurants (sit-down), banquet facilities or other food and beverage; Day care and adult day care centers; Private clubs, fraternal organizations and lodge halls; Places of Worship; Hotels and motels; Professional and medical offices **See Section 3.1.11.B for full list
Special Land Uses	Mortuary establishments; Publicly owned buildings, telephone exchange, and public utility offices; Day care and adult day care centers; Public or private indoor and private outdoor recreation	Fueling Station; Veterinary hospitals or clinics; Sale of produce and seasonal plant materials outdoors;
Lot Size	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space requirements as set forth in this Ordinance.	2 acres
Lot Coverage		
Building Height	30 feet	30 feet or 2 stories, whichever is less
Building Setbacks	Front: 20 feet Rear: 20 feet Side: 15 feet Exterior side yard setbacks same as front yard	Front: 40 feet Rear: 30 feet Side: 30 feet Exterior side yard setbacks same as front yard
Parking Setbacks See 3.6.2. for additional conditions	Front: 20 feet Rear: 10 feet Side: 10 feet Exterior side yard setbacks same as front	Front: 20 feet Rear: 10 feet Side: 10 feet Exterior side yard setbacks same as front

	I-1 (EXISTING)	RM-1 (PROPOSED)
Intent	The I-1 district is designed so as to primarily accommodate research, office, and light industrial uses, including wholesale activities, warehouses, and industrial operations whose external, physical effects are restricted to the area of the district and in no manner negatively affect any of the surrounding districts.	The RM-1 district is designed to provide sites for multiple-family structures, and related uses, which will generally serve as zones of transition between the non-residential districts, major thoroughfares and freeways and single family districts.

	I-1 (EXISTING)	RM-1 (PROPOSED)
Principal Permitted Uses	Professional office, office sales and service, medical offices; Publicly owned and operated parks, parkways and outdoor recreational facilities; Public or private health and fitness facilities and clubs; Research & Development, technical training and design of pilot/experimental products; Data processing & computer centers; Warehousing & wholesale establishments; Manufacturing; Industrial office sales, service and industrial office related uses; Trade or industrial schools; Laboratories experimental, film or testing; Greenhouses; Public utility, telephone exchange, electrical transformer stations and substations, etc. Public or private indoor, private outdoor recreation facilities; Pet boarding facilities; Veterinary hospitals and clinics; Motion picture, television, ratio and photographic production facilities; **See attached copy of Section 3.1.18.B for full list	Multiple-family dwellings; Independent and congregate elderly living facilities; Two-family dwellings; Shared elderly housing; One-family dwellings; Farms & greenhouses; Public parks, parkways, and outdoor recreation; Cemeteries; Home occupations; Family day care homes
Special Land Uses	See attached copy of Section 3.1.18.C, which would not be permitted on the subject property as it is adjacent to residential	Convalescent homes, assisted living facilities, hospice care facilities and child care centers
Lot Size	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space requirements as set forth in this Ordinance.	See Section 3.8.1
Lot Coverage		25%
Building Height	40 feet	35 ft or 2 stories, whichever is less
Building Setbacks	Front: 40 feet Side: 20 feet Rear: 20 feet **Setback increased to 100-feet where adjacent to residential district	Front: 75 feet Rear: 75 feet Side: 75 feet Exterior side yard setbacks same as front
Parking Setbacks See 3.6.2. for additional conditions	Front: 20 feet Rear: 10 feet Side: 10 feet Exterior side yard setbacks same as front **Setback increased to 100-feet where adjacent to residential district	Front: 75 feet Rear: 20 feet Side: 20 feet Exterior side yard setbacks same as front
Usable Open Space	Not applicable	200 square feet per unit

DEVELOPMENT POTENTIAL

The land is currently vacant. Development under the current OS-1 and I-1 zoning could result in a substantial amount of various types of Office, Warehouse, or Research & Development buildings being constructed on the upland area. On sheet P.2 of the Concept Plan provided, the applicant shows a 54,000 square foot office building on the OS-1 portion, and 291,200 square foot industrial building. However, this plan has not been reviewed in detail to determine if it would comply with Ordinance requirements. The plan is not considered an approved site plan, as it hasn't been reviewed and approved by the Planning Commission.

In 2009, the applicant submitted a PRO Concept Plan proposing to rezone portions of the property to B-2 and the rest to OS-1. Within the B-2 commercial portion a 64,245 square foot Kroger grocery store was proposed, with an additional 26,000 square feet of additional B-2 uses. A neighborhood shopping center with 40,978 square feet, and 18,000 square foot medical office building were also proposed.

The current concept plan proposes a development of 71 units (density of 4.5 dwellings per acre) for a low-density multifamily development which is less than the 5.4 maximum density allowed for three-bedroom units in the RM-1 zoning district on 15.75 acres (343 total number of rooms allowed, 284 rooms proposed). The Master Plan for Land Use does not anticipate residential uses of this property, so no density guidelines are provided on the future land use plan.

2016 MASTER PLAN FOR LAND USE: GOALS AND OBJECTIVES

The proposed use is currently not recommended by the 2016 Master Plan for Land Use. The following objectives as listed in the Master Plan are applicable for the proposed development. **The applicant should consider revisions to the plan to comply with as many goals as possible. Please refer to staff comments in bold and revisions recommended in <u>bold and underline.</u>**

1. **General Goal: Quality and Variety of Housing**
    a. Provide residential developments that support healthy lifestyles. Ensure the provision of neighborhood open space within residential developments. **The development proposes the required sidewalks along the public and private streets, as well as a walking path behind the units that connect to the development to the south. A pocket park is proposed on the east side of the site, as well as two scenic overlook points to the east of Novi Athletic Club. The residential units would be within walking distance of several civic amenities as well as retail areas.**
    b. Safe housing and neighborhoods. Enhance the City of Novi's identity as an attractive community in which to live by maintaining structurally safe and attractive housing choices and safe neighborhoods. **The housing units would be evaluated for safety during the building permit review process and inspected by the City prior to occupancy. The units appear to offer an attractive housing option.**
    c. Maintain existing housing stock and related infrastructure. **The proposed plan does not remove any existing housing stock.**
    d. Provide a wide range of housing options. Attract new residents to the City by providing a full range of quality housing opportunities that meet the housing needs of all demographic groups including but not limited to singles, couples, first time home buyers, families and the elderly. **The for-sale units proposed would provide a low-maintenance housing option for buyers interested in a walkable context.**
2. **General Goal: Community Identity**
    a. Maintain quality architecture and design throughout the City. **The proposed elevations are mostly compliant with Façade Ordinance standards but would require a Section 9 waiver, which is supported. Please refer to the façade review letter.**
3. **General Goal: Environmental Stewardship**
    a. Protect and maintain the City's woodlands, wetlands, water features, and open space. **The concept plan proposes removal of regulated woodland trees and impacts to**

several small wetland areas (approximately 0.1 acre). The narrative indicates a 15.87-acre area will be preserved within a wetland/woodland conservation easement.

b. Increase recreational opportunities in the City. **The Concept plan proposes recreational opportunities for future residents and the general public, primarily in the form of a pedestrian path behind the townhome buildings. The path is shown in a public easement, so would be available to other users besides the residents. Details for the park area should also be provided. The narrative also indicates two nature overlook areas with benches would be provided in the area east of the Novi Athletic Club, as well as a trailhead area in the northeast corner of the property that would be available to the public.**

c. Encourage energy-efficient and environmentally sustainable development through raising awareness and standards that support best practices. **The applicant should consider sustainable, energy-efficient and best-practice design for site elements and building materials, such as LEED recommended strategies.**

4. General Goal: Infrastructure

a. Provide and maintain adequate water and sewer service for the City's needs. **Please refer to the Engineering memo. No concerns are noted.**

b. Provide and maintain adequate transportation facilities for the City's needs. Address vehicular and non-motorized transportation facilities. **The traffic study indicates that the surrounding road network will need some improvements to optimize the road network. The applicant has proposed to complete those improvements.**

5. General Goal: Economic Development / Community Identity

a. Ensure compatibility between residential and non-residential developments. **Please refer to comments about compatibility with surrounding development earlier in this review.**

MAJOR CONDITIONS OF PLANNED REZONING OVERLAY AGREEMENT

The Planned Rezoning Overlay process involves a PRO concept plan and specific PRO conditions in conjunction with a rezoning request. The submittal requirements and the process are codified under the PRO ordinance (Section 7.13.2). Within the process, which is initiated by the applicant, the applicant and City Council can agree on a series of conditions to be included as part of the approval which must be reflected in the Concept Plan and or the PRO agreement.

The PRO conditions must be in material respects, more strict or limiting than the regulations that would apply to the land under the proposed new zoning district. *Development and use of the property shall be subject to the more restrictive requirements shown or specified on the PRO Plan, and/or in the PRO Conditions imposed, and/or in other conditions and provisions set forth in the PRO Agreement.*

The applicant has listed the following benefits/conditions for development:

1. *"The complete east portion adjacent to the railroad tracks and the south 50-foot-wide strip along the wetland of the proposed PRO (15.87 acres of the 27.07 RM-1 rezoning) are being retained as a natural area with a conservation easement to preserve its existing marshland and wildlife. This natural area, with wetlands, wraps around the PRO and includes on the west end a proposed new 0.4-acre park/playground located between the proposed residential and retail sites. The proposed trail system, with its overlooks near the Novi Athletic Club becomes a usable and accessible community resource."* **This is a benefit to both residents and the environment to have additional natural resources preserved in perpetuity.**

2. *"To help achieve walkability and connectivity of the entire area, a trail system is being added which consists of new crushed limestone paths, overlooks, and existing sidewalks. This walkway system provides connectivity between surrounding existing residential areas and*

new proposed PRO residential area with all the marshland nature areas, the proposed pocket park, the Novi Athletic Club, Ice Arena, and Dog Park, and with the new proposed local (retail) along Ten Mile Road. The retail consists of the new proposed retail and restaurant areas, and the existing Walgreen's and dental office. New walkways and bike paths wind through the natural area, overlook 15.87 acre wildlife area and connect this PRO development to the recreation areas: The $3.2 million dollars worth of Novi 10 land previously donated to the city, initiated by Novi request (18 acres of land): For the Novi Arena Facility and the Novi Dog Park." **This is a benefit as future residents as well as the general public will have access to a pleasant area for walking that connects various community amenities. The City would prefer the pathway be concrete rather than crushed limestone.**

3. *"Two pocket parks are added: One added at the trail head on 10 Mile Road at the north end of the new conservation area. The second is on the west end of the trail townhouses to include playground equipment."* **This is a benefit as future residents as well as the general public will have access to the pocket parks and trails. The applicant states the trailhead area will be dedicated to the City. The applicant should clarify the property boundaries of the area that would be dedicated as it is not shown on the plan. It remains unclear if they will be providing amenities and responsible for maintaining it. There are no details currently provided.**

4. *"A planted plaza over 20 feet deep, with benches and other amenities is proposed to be continuous along the storefronts of the new local retail area including a variety of planter sizes and types with a variety of trees and flowers."* **This goes beyond what the ordinance requires and is considered an enhancement of the project area that could be used by any customers of the retail area.**

5. *Proposed use restrictions not permitting certain automotive and other business uses in the proposed B-2 commercial zoning (Sec. 3.1.12.B & C) are to be part of the PRO. Not permitted uses are:*
    a. *Vehicle Oriented Uses: gas/fueling station,*
    b. *Other excluded uses: Check cashing, Pawn shop, Hotel/motel (Marijuana sales already not permitted in the City of Novi will also be excluded by the PRO documents in case the city's law is changed to allow it in the future.)*

    This is an enhancement of the property as the City can be assured that the future tenants of the property will not include certain less desirable uses, and is more restrictive than the ordinance requires.

6. *EV Charging Stations will be located at each of the commercial buildings (8 indicated in total). Outlets for 240-volt EV chargers will be provided in each townhouse garage.*
    This is an amenity that goes beyond what the ordinance requires.

7. *Open Space (Section 3.1.7.D) the amount of open space provided for the RM-1 townhouses exceeds ordinance requirements.* **This is a benefit as future residents as well as the general public will have access to the trails and trailhead area.**

8. *Commercial Building Setbacks:*
    a. *Front: 40 feet required….101 feet provided*
    b. *Rear: 30 feet required….74 feet provided*
    c. *Side: 30 feet required…..88 feet provided*

9. *Residential Building Height* (Sec. 3.1.7.D)**:** 29 feet maximum proposed is more limiting than the 35 feet permitted. **This is a benefit as the buildings will be less obtrusive than the 35-feet otherwise permitted.**

10. *Commercial Building Height* (Sec. 3.1.12.D)*:* Twenty-three feet maximum proposed is more limiting than the 30 feet permitted. **This is a benefit as the buildings will be lower profile than the 30-feet otherwise permitted.**

11. *Residential Lot Coverage* (Sec. 3.1.7.D)**:** *25% maximum is permitted, 14% is proposed.* **This is a benefit as more permeable surface will be preserved, which allows stormwater to permeate and more green space is available.**

Staff notes the following additional conditions that may meet the standard of being more strict and limiting:

12. *Residential Setback (Sec. 3.1.7.D.):* The development standards of the RM-1 District require a minimum rear yard setback of 75 feet. The applicant proposes a greater setback of 100 feet minimum. **This benefits the neighborhood to the south as buildings are further away than the ordinance requires, with less of the existing trees to be cleared.**

13. *Residential Density (Sec. 3.1.7.D): In the RM-1 District, a development of 3-bedroom units can have up to 5.4 dwelling units per acre. This development proposes 4.5 dwelling units per acre.* **This is 17% more limiting than otherwise permitted in the district.**

14. *10 Mile Road Improvements:* The applicant states they will off-set their impacts on 10 Mile Road by constructing the following improvements:
    a. *Widen eastbound 10 Mile Road to two through lanes, ending with a right-turn deceleration lane at the site's easternmost residential driveway.*
    b. *Widen westbound 10 Mile Road to two through lanes west from the 3rd site driveway to help provide additional capacity for outbound site traffic.*
    c. *Extend the center left-turn lane along 10 Mile Road from where it currently ends at Catherine Industrial Road to service all commercial driveways.*

    As noted in the Engineering Review letter, these improvements will require the acquisition of Right of Way on the north side of 10 Mile Road, and the approval of those property owners, as well as the approval of the design by the RCOC.

ORDINANCE DEVIATIONS

Section 7.13.2.D.i.c(2) permits deviations from the strict interpretation of the Zoning Ordinance within a PRO agreement. These deviations must be accompanied by a finding by City Council that "***each Zoning Ordinance provision sought to be deviated would, if the deviation were not granted, prohibit an enhancement of the development that would be in the public interest, and that approving the deviation would be consistent with the Master Plan and compatible with the surrounding areas.***" Such deviations must be considered by City Council, who will make a finding of whether to include those deviations in a proposed PRO agreement. A PRO agreement would be considered by City Council only after tentative approval of the proposed concept plan and rezoning.

Staff has reviewed the applicant's Concept Plan in as much detail as possible to determine what deviations from the Zoning Ordinance are currently shown. The applicant may choose to revise the concept plan to better comply with the standards of the Zoning Ordinance, or may proceed with the plan as submitted with the understanding that those deviations would have to be approved by City Council in a proposed PRO agreement.

The following are Ordinance deviations that have been requested by the applicant *shown in italics*. **Staff comments are in bold.**

1. Building Orientation *(Sec. 3.8.2.D): deviation is requested for proposed residential building to not be configured 45 degrees to the property lines normally for aesthetic reasons. Most of the*

buildings are not on any main road and they front to a substantial irregular shaped 20-acre wetland nature area of a minimum 200 feet wide separation across from Toll's existing multifamily Ridgeview project. Also, please note, this is one of the most common easily granted variance requests: where layouts are dictated by natural land features such as two rivers and large canyon, not created by the applicant. **This deviation has been commonly requested and granted in both PRO development projects and in by-right multiple family site plan projects.**

2. Side and Rear Setbacks *(Sec 3.1.7.D and Sec 3.6.2.B): A Zoning Ordinance deviation is requested to reduce the side setback from 75 feet to 25 feet along the north property line for two residential buildings abutting the proposed commercial area (B-2). This has been granted elsewhere in the city and still includes screening between the residential and commercial. That screening is located on the residential edge of the zoning line that separates the residential from the commercial and functions with the same screening effect. (Only a small portion, at northwest corner being wall plus landscape, instead of berm.) Deviates from Section 5.5.3.A.ii but provides same screening, as it is located between the uses.*

3. Distance between Buildings *(Sec 3.8.2.H): A Zoning Ordinance deviation is requested to reduce the building separation distance from the calculated formula (resulting in 31-32.72 feet required) to a distance of 30 feet between all buildings.* **This deviation of less than 3 feet is considered minor and enables the layout of this project to fit within the available space while minimizing wetland and woodland impacts.**

4. Parking along Major Drives *(Sec. 5.10): A Zoning Ordinance deviation is requested to allow for perpendicular parking on a major drive.* **Angled and perpendicular parking is permitted on a minor drive, but not on a major drive; a total of 8 spaces of on-street perpendicular parking for guests is proposed the Major Drive in two locations. Not granting the deviation would result in no visitor parking space being provided.**

5. Major Drive Radius *(Sec. 5.10):* Deviation from the ordinance requirement for a minimum centerline radius of 100 feet, to allow the 85-foot radius shown at the western curve. **The reduced radius does not impede the fire truck access route, and may serve to slow traffic speeds, creating a safer roadway.**

6. Landscape Berms (Section 5.5.3.A.ii): *A Zoning Ordinance deviation is requested to not provide a 10 to 15-foot-high landscape berm on a proposed RM-1 district adjacent to an I-1 district. This deviation is requested to wave this requirement to preserve open viewing to the beautiful natural features instead of the usual berm screening that blocks the views from industrial.* **The berm would be unnecessary in this case as the adjacent I-1 area is east of the railroad tracks and would likely result in greater wetland and woodland impacts, as well as fill in the floodplain.**

7. Right-of-Way Landscaping (Section 5.5.3.B.ii): *A deviation for the lack the required street trees and berm along 10 Mile Road due to underground utilities.* **The required trees are to be provided elsewhere. This deviation is supported due to the utility conflicts.**

8. Adjacent to Public Rights-of-Way – Berm/Wall (Zoning Sec. 5.5.3.B.ii, iii)*:* The required 3-foot-tall berm is not proposed, however an alternative brick screening wall 3-feet in height is proposed. **This deviation is now supported with the screening wall.**

9. Building Foundation Landscaping (Zoning Sec 5.5.3.D): None of the commercial buildings meet the requirements for building foundation landscaping along the front side, and allow the planter landscaping to count toward foundation requirements. **However, Buildings A, C and D are only slightly deficient, so the waiver is supported. The applicant states Building B landscaping will be increased to lessen the deviation or eliminate it.**

10. Section 9 Waiver (Section 5.15): Proposed elevations for residential buildings have an underage of minimum required brick on all rear and some front facades (26-27% proposed, 30% minimum required) and an overage of Asphalt shingles (56% front side, 50% maximum allowed). **As the deviations are minor and do not adversely affect the aesthetic quality of the facades, the waiver is supported.**

11. Opposite-Side Driveway Spacing Waiver (Code of Ordinances, 11.216.d.1.d & e.): The Design and Construction Standards indicate a minimum of 150 feet is required between a new driveway and an existing "downstream" driveway. The proposed driveways are 105 feet and 118 feet. **The applicant indicates they have RCOC approval of the proposed driveway locations, however the City would also need to approve a waiver from its standards.**

12. Color Spectrum Management (Sec. 5.7.3.F): A recent amendment to the Zoning Ordinance has a requirement that light fixtures shall not have a Correlated Color Temperature (CCT) greater than 3000 Kelvin (K). The photometric sheets show light fixtures measuring 4000K. **Staff supports the deviation as the industry standard appears to be 4000K, and that level still represents a warm tone that is pleasing to the eye rather than a cool or unnaturally bright light.**

See other review letters for additional possible deviations to be addressed in future submittals. All deviations from the ordinance requirements shall be identified and included in PRO Agreement. Any additional deviations identified during Site Plan Review (after the Concept Plan and PRO Agreement is approved), will require amendment of the PRO Agreement.

APPLICANT'S BURDEN UNDER PRO ORDINANCE

The Planned Rezoning Overlay ordinance (PRO) requires the applicant to demonstrate that certain requirements and standards are met. The applicant should be prepared to discuss these items, especially in number 1 below, where the ordinance suggests that the enhancement under the PRO request would be unlikely to be achieved or would not be assured without utilizing the Planned Rezoning Overlay. Section 7.13.2.D.ii states the following:

1. *(Sec. 7.13.2.D.ii.a) The PRO accomplishes the integration of the proposed land development project with the characteristics of the project area in such a manner that results in an enhancement of the project area as compared to the existing zoning that would be unlikely to be achieved or would not be assured in the absence of the use of a Planned Rezoning Overlay.*
2. *(Sec. 7.13.2.D.ii.b) Sufficient conditions shall be included on and in the PRO Plan and PRO Agreement such that the City Council concludes, in its discretion, that, as compared to the existing zoning and considering the site specific land use proposed by the applicant, it would be in the public interest to grant the Rezoning with Planned Rezoning Overlay. In determining whether approval of a proposed application would be in the public interest, the benefits which would reasonably be expected to accrue from the proposal shall be balanced against, and be found to clearly outweigh the reasonably foreseeable detriments thereof, taking into consideration reasonably accepted planning, engineering, environmental and other principles, as presented to the City Council, following recommendation by the Planning Commission, and also taking into consideration the special knowledge and understanding of the City by the City Council and Planning Commission.*

IDENTIFYING BENEFITS TO PUBLIC RESULTING FROM THE REZONING AND THE PROPOSED DEVIATIONS

Section 7.13.2.D.ii states that the City Council must determine that the proposed PRO rezoning would be in the public interest and that the benefits to the public of the proposed PRO rezoning would clearly outweigh the detriments. The following benefits suggested by the applicant (*as listed in their narrative*) appear to qualify as public benefits as resulting from the development proposal:

1. *"The complete east portion adjacent to the railroad tracks and the south 50-foot-wide strip along the wetland of the proposed PRO (15.87 acres of the 27.07 RM-1 rezoning) are being retained as a natural area with a conservation easement to preserve its existing marshland and wildlife. This natural area, with wetlands, wraps around the PRO and includes on the west end a proposed new 0.4 acre park/playground located between the proposed residential and retail sites. The proposed trail system, with its overlooks near the Novi Athletic Club becomes a usable and accessible community resource."* **It would be beneficial to the City to have these wetland and woodland areas permanently protected within conservation easements. This area is covered by floodplain associated with the Walled Lake Branch of the Middle Rouge River, and Chapman Creek, so protecting the land around the streams would benefit the watershed and wildlife habitat. It is unlikely that this area would ever be proposed for development because of the floodplain.**

2. *"To help achieve walkability and connectivity of the entire area, a trail system is being added which consists of new crushed limestone paths, overlooks, and existing sidewalks. This walkway system provides connectivity between surrounding existing residential areas and new proposed PRO residential area with all the marshland nature areas, the proposed [pocket park], the Novi Athletic Club, Ice Arena, and Dog Park, and with the new proposed local [retail] along Ten Mile Road. The retail consists of the new proposed retail and restaurant areas, and the existing Walgreen's and dental office. New Walkways and bike paths that overlook 15.87-acre wildlife area and connect this PRO development to the recreation areas: The $3.2 million dollars worth of Novi 10 land previously donated to the city, initiated by Novi request (18 acres of land): For the Novi Arena Facility and the Novi Dog Park."* **The applicant will be arranging and conducting off-site improvements. Off-site easements would be required to do some of this work.**

15. *"Two pocket parks are being added: One added at the trail head on 10 Mile Road at the north end of the new conservation area. The second is on the west end of the townhouses to include playground equipment."* **No amenities or schematics have been shown for this area (formerly pickleball courts), and the parking spaces have been removed. Additional study of the area proposed for the trail head will be needed. The applicant states the trailhead area will be dedicated to the City. The applicant should clarify the property boundaries of the area that would be dedicated as it is not shown on the plan. It remains unclear if they will be providing amenities and responsible for maintaining it. There are no details currently provided.**

3. *A planted plaza over 20 feet deep, with benches and other amenities is proposed to be continuous along the storefronts of the new local retail area including a variety of planter sizes and types with a variety of trees and flowers.* **The planters and benches at the storefronts could be an attractive amenity which isn't found in many retail developments in Novi. This is an enhancement that goes beyond what the ordinance requires.**

4. The applicant also mentions a previous donation of 18 acres of land he made at the City's request, which was used to create the Novi Ice Arena and the Dog Park, and was not associated with any other development project proposed by the applicant. In his narrative, Dan Weiss states:

> *While this previous donation does not count as one of the NEW extra benefits required for PRO evaluation, it is in fact part of our same parent land parcel, from same owner, same family applicant and Novi is empowered to consider ALL relevant facts in their totality. And so accordingly, I hereby respectfully request that this prior 18-acre ($3.2 million dollar) land donation be recognized for its benefit to the City of Novi. While certainly not determinative, it should not be*

totally discounted either. Please further note, the reason this is mentioned lastly in the analysis is, as detailed above, even if this was no factor, this proposed project is, on its own, beneficial to the community and in conformance with sound urban planning and the city's stated goals, without any extra such benefits given to the city. And this application is not as some mere typical real estate developer but is from a demonstrated solid member of this community for over 40 years, having lived and worked here for over three generations, and caring about the welfare of the community. And we humbly ask for this project to please be approved expeditiously, as submitted here.

5. **The applicant should clarify whether the dedication of Right of Way along 10 Mile Road is also proposed. This could be an additional benefit to the public.**

This is a PRO in which the applicant seeks both a rezoning and a list of ordinance deviations. In Staff's opinion the proposed benefits to the City can be considered an enhancement to the area that provides benefits that outweigh the detriments.

NEXT STEP: PLANNING COMMISSION PUBLIC HEARING

Planning Commission will hold a public hearing on the rezoning request from OS-1 (Office Service) and I-1 (Light Industrial) to B-3 (General Business) and RM-1 (Multiple Family Low Rise Residential) with a Planned Rezoning Overlay. Following the public hearing, they will make a recommendation to City Council whether to approve or deny the request, or may postpone making a recommendation if they determine additional information or changes are needed.

The next available meeting date is October 30, 2024. Please let me know if you are interested in being placed on that agenda.

CITY COUNCIL CONSIDERATION

After the Planning Commission makes its recommendation, the PRO Concept Plan will be scheduled for consideration by the City Council. If the City Council grants tentative approval at that time, they will direct the City Attorney to draft a PRO Agreement describing the terms of the rezoning approval. Once the PRO Agreement has been drafted and approved by the applicant's attorney, it will return City Council for final approval.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0484 or lbell@cityofnovi.org.

Lindsay Bell, *AICP,* Senior Planner

PLANNING REVIEW CHART: B-2 and RM-1 with PRO Rezoning

Review Date: July 18, 2024
Review Type: Formal PRO Submittal
Project Name: JZ23-09 Novi-Ten Mile
East of Novi Road, South of Ten Mile
Plan Date: June 17, 2024
Prepared by: Lindsay Bell, Senior Planner
E-mail: lbell@cityofnovi.org; **Phone:** (248) 347-0484

*Items in **Bold** need to be addressed by the applicant with next submittal. Items in **Underlined Bold** are possible deviations identified. Underlined items need to be addressed during the Site Plan phase. Italic items are to be noted.*

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan (adopted July 27, 2017)	West: Community Office; East: Industrial, R&D, Tech	6.97 acres with 35,900 sf of commercial/office; 71-unit residential development with PRO overlay on 27.07 acres;	**No**	*Proposed rezoning is not consistent with the 2016 Master Plan*
Area Study	The site does not fall under any special category	NA	NA	
Zoning (Effective January 8, 2015)	OS-1 Office Service; I-1 Light Industrial	B-2 Community Business; RM-1 Low Density Low-rise Multi-Residential District	**No**	**Planned Rezoning Overlay proposed – see detailed comments in Planning Review letter**
Uses Permitted (Sec 3.1.21.B & C)	Office and Service Uses Sec. 3.1.21.B. - Principal Uses Permitted. Sec. 3.1.21.C. – Special Land Uses Permitted.	3 commercial buildings ~35,900 square feet shown for B-2 area (assumes restaurants and retail uses) Multiple Family Residential – 71 units	**TBD**	**B-2 use proposed - exclusions are gas station, auto repair, car wash, car sales, hotels & motels, marijuana sales, check cashing and pawn shop**
Phasing	Provide phases lines and detail description of activities in each phase	Applicant indicates Phasing not proposed	NA	
Planned Rezoning Overlay Document Requirements (Section 7.13.2 and SDM: Site development Manual)				
Written Statement (Section 7.13.2) The statement should include the following:	Statement of eligibility for PRO Approval: Describe the rezoning requested including uses proposed, justification for why it makes sense	Provided in narrative	**TBD**	
	How does the project constitute an overall benefit to the public that outweighs any material detriments or could otherwise be accomplished without	Provided in narrative	Yes	**See detailed comments in Planning Review letter**

Item	Required Code	Proposed	Meets Code	Comments
	the rezoning?			
	Deviations and Conditions proposed for inclusion in the PRO Agreement (i.e., Zoning Ordinance deviations, limitation on total units, height or uses, etc)	Some deviations and conditions proposed; Limitation on uses for B-2 portion	**TBD**	**See detailed comments and suggested conditions in Planning Review**
Rezoning Traffic Impact Study Site development Manual	Required regardless of site size, with requirements in SDM	Provided	Yes	*See TIS Review from AECOM*
Community Impact Statement (Sec. 2.2)	Required according to site plan manual (SDM link: Site development Manual)	Provided	Yes	
Rezoning Signs *(Site Plan Development Manual)*	Sign location plan Mock-up of sign details	Provided in binder Provided Sheet 6	Yes Yes	
B-2 Commercial: Height, bulk, density and area limitations (Sec 3.1.11.D)				
Frontage on a Public Street. (Sec. 5.12)	Frontage on a Public Street is required	The site has frontage and access to Ten Mile Road	Yes	
Minimum Lot Size	2 acres	**6.97 acres to be rezoned to B-2**	Yes	*Remaining acreage excluded from PRO to remain OS-1 District*
Minimum Zoning Lot Size for each Unit: Width in Feet	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space		NA	
Maximum % of Lot Area Covered (By All Buildings)	Section 3.6.2.D			
Building Height	30 ft. (See Sec. 3.10.2.B. for additional height to 42 ft)	23 ft max proposed	Yes	**Building height could be a condition that is more limiting than ordinance allows**

Item	Required Code	Proposed	Meets Code	Comments
B-2 Building Setbacks (Sec 3.1.11.D)				
Front (along 10 Mile Rd)	40 ft.	101 ft	Yes	**Building setbacks could be a condition that is more limiting than ordinance allows**
Rear (South)	30 ft.	74 ft	Yes	
Side (East & West)	30 ft.	133 ft (west) 88 ft (east)	Yes	
B-2 Parking Setback (Sec 3.1.11.D) Refer to applicable notes in Sec 3.6.2				
Front (along 10 Mile Rd)	20 ft.	20 ft	Yes	
Rear (South)	10 ft.	20 ft	Yes	
Side (East & West)	10 ft.	60 ft. (west) 10 ft. (east)	Yes	
B-2: Note To District Standards (Sec 3.6.2)				
Exterior Side Yard Abutting a Street (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	No exterior side yards	NA	
Off-Street Parking in Front Yard (Sec 3.6.2.E)	Front yard parking permitted if setback requirements of district and landscaping standards of Section 5.5.3 are observed	Front yard parking proposed		**See Landscape review letter for comments**
Setback Abutting a Residential District (Sec 3.6.2.L)	Minimum yard setback shall be 20 feet	74 ft. min proposed on south side	Yes	
Wetland/Watercourse Setback (Sec 3.6.2.M)	A setback of 25ft from wetlands and from high watermark course shall be maintained	Buffers are now shown on the plan and area of impact quantified	Yes	**Requires a natural features encroachment authorization**
Parking setback screening *(Sec 3.6.2.P)*	Required parking setback area shall be landscaped per Section 5.5.3.			**See Landscape review letter for comments**
Modification of parking setback requirements *(Sec 3.6.2.Q)*	The Planning Commission may modify parking setback requirements based on conditions listed in Sec 3.6.2.Q		NA	
B-2 District Required Conditions *(Sec. 3.10)*				
Business Establishments *(Sec. 3.10.1.A)*	All business establishments shall be retail or service establishments dealing directly with customers. All goods produced on the premises shall be sold at retail on premises	Shall comply		

Item	Required Code	Proposed	Meets Code	Comments
Building Height *(Sec. 3.10.2.A)*	The maximum height of buildings may be increased to 42 feet (up to 3 stories) for a development that does not abut a residential district	Max height of 23 ft	Yes	
Business, Servicing, Processing *(Sec. 3.10.2.B.)*	All business, servicing or processing except for off-street parking, loading/unloading, and those outdoor sales uses permitted in Section 3.1.11.C, shall be conducted within completely enclosed buildings	No outdoor activities proposed at this time	Yes	**Outdoor patios for restaurants can be permitted**
Loading Requirements *(Sec. 3.10.3.A)*	No truck well, loading dock, overhead door or other type of service bay door shall face a major thoroughfare, nor an abutting residential district. Pedestrian exits or emergency door are permitted on such building facades.	No truck wells or overhead doors indicated	Yes	
Off-Street Loading and Unloading (Sec. 5.4)	Required in the rear yard at a ratio of 10 sf for each front foot to building. Bldg A: 1,700 sf Bldg B: 1,700 sf Bldg C: 600 sf Bldg D: 700 sf	Bldg A: 1,700 sf Bldg B: 1,700 sf Bldg C: 870 sf Bldg D: 1,276 sf	Yes	
Number of Parking Spaces Restaurants Retail (Sec.5.2.12.A)	Restaurant (sit Down): 1 for each 70 sf GFA Retail: 1 for each 200 sf GLFA Assume: Restaurant – 10,700 @ 70 sf = 153 spaces Retail – 26,700 sf / 200 sf = 134 spaces **309 spaces total**	Plan shows total of 323 spaces provided for commercial area	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping	- 28 ft. two-way drives	Yes	**Refer to Traffic comments for comments on parking dimensions**
Parking stall located adjacent to a parking lot entrance (public or private) (Sec. 5.3.13)	shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	Does not apply	NA	
Barrier Free Spaces Barrier Free Code	2 accessible space (including 1 Van accessible) for every 26 to 50 spaces		**TBD**	This would be reviewed in site plan submittal
Barrier Free Space Dimensions Barrier Free Code	- 8' wide with an 8' wide access aisle for van accessible spaces - 8' wide with a 5' wide access aisle for regular accessible spaces		**TBD**	This would be reviewed in site plan submittal
Barrier Free Signs Barrier Free Code	One sign for each accessible parking space.		**TBD**	This would be reviewed in site plan submittal
Corner Clearance (Sec. 5.9)	No fence, wall, plant material, sign or other obstruction shall be permitted within the clear view zone above a height of 2 feet from established street grade		**TBD**	Note Corner Clearance zone on site plan and landscape plans – this will be reviewed in site plan submittal
Minimum number of Bicycle Parking (Sec. 5.16.1) Retail/Restaurants/ Business Offices	5% of required auto spaces, min. 2 spaces		TBD	This would be reviewed in site plan submittal along with bike parking layout
Bicycle Parking General requirements *(Sec. 5.16)*	- No farther than 120 ft. from the entrance being served - When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations - Spaces to be paved and the bike rack shall be inverted "U" design		TBD	

Item	Required Code		Proposed	Meets Code	Comments
	- Shall be accessible via 6 ft. paved sidewalk				
Bicycle Parking Lot layout *(Sec 5.16.6)*	Parking space width: 7 ft. One tier width: 11 ft. Two tier width: 18 ft. Maneuvering lane width: 4 ft. Parking space depth: 32 in			TBD	
RM-1 Residential: Height, bulk, density and area limitations (Sec 3.1.7.D)					
Frontage on a Public Street. (Sec. 5.12)	Frontage on a Public Street is required		The site has frontage and access to Ten Mile Road via private street	Yes	
Minimum Parcel Size for each Unit: in Acres (Sec 3.8.1)	RM-1 and RM-2 Required Conditions			Yes	
Minimum Zoning Lot Size for each Unit: Width in Feet (Sec 3.8.1)					
Usable Open Space Area (Sec 3.1.7.D)	200 sf Minimum usable open space per dwelling unit For a total of 71 dwelling units, <u>required Open Space: 14,200 SF</u> <u>Refer to definitions for Usable Open Space and Open Space</u>		Sheet 6 indicates 107,378 sf of usable open space provided - Consists of 50' width surrounding walking path, park with picnic tables/gazebo, and pocket park area	Yes	**<u>Open space could be a condition that exceeds what the ordinance requires</u>**
Maximum % of Lot Area Covered (By All Buildings)	25%		14%	Yes	**<u>Lot Coverage could be a condition that is more strict than ordinance requires</u>**
Building Height (Sec. 3.1.7)	35 ft. or 2 stories whichever is less		29 feet	Yes	**<u>Building height could be a condition that is more strict than ordinance requires</u>**
Minimum Floor Area per Unit (Sec. 3.1.7.D)	Efficiency	400 sq. ft.	Not proposed	NA	
	1 bedroom	500 sq. ft.	Not proposed	NA	
	2 bedroom	750 sq. ft.	Not proposed	NA	
	3 bedroom	900 sq. ft.	1,600-1,900 sq. ft.	Yes	
	4 bedroom	1,000 sq. ft.	Not Proposed	NA	
Maximum Dwelling	Efficiency	5%	Not proposed	Yes	**Will ROW be dedicated?**

Item	Required Code		Proposed	Meets Code	Comments
Unit Density/Net Site Area (Sec. 3.1.7.D)	1 bedroom	10.9 Max 20%	Not proposed	Yes	**Indicate size. Could be considered additional public benefit**
	2 bedroom	7.3	Not proposed		
	3+ bedroom	5.4	4.5 DUA Total site: 27.07 Acres ROW Area: ?? Acres Wetland: 11.33 **Net Site Area (given by applicant): 15.74 Acres**		
Residential Building Setbacks (Sec 3.1.8.D)					
Front (along 10 Mile Rd)	75 ft.		75 ft.	Yes	*Additional setbacks required by Sec 3.6.2.B* **<u>This would be a deviation.</u>**
Rear (South)	75 ft.		75 ft.	Yes	
Side	75 ft.		75 ft. **<u>25 ft adjacent to B-2 portion</u>**	Yes **<u>No</u>**	
Parking Setback (Sec 3.1.8.D) (Sec 3.1.12.D) Refer to applicable notes in Sec 3.6.2					
Front (along 10 Mile Rd)	75 ft.		20 ft. on all sides. Parking is provided in the garage and in front of the garage. Proposed parking along the streets meets the setback requirements	Yes	
Rear (West)	20 ft.			Yes	
Side (North & South)	20 ft.			Yes	
Residential: Note to District Standards (Sec 3.6.2)					
Building structure setback (Sec 3.6.2.B)	Other than single family or 2-family, building setback shall be minimum of <u>whichever is greater</u>: 1) height of main building; 2) 75 feet; or 3) setback listed in Section 3.1 (50 ft front)		Setbacks of 25 feet for 2 buildings adjacent to B-2 area	**No**	**<u>This would be a deviation for side yard setbacks for 2 buildings adjacent to B-2 area.</u>**
Exterior Side Yard Abutting a Street (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.		No exterior side yards	NA	
Wetland/Watercourse Setback (Sec 3.6.2.M)	A setback of 25 ft from wetlands and from high watermark course shall be maintained		Wetlands exist in several areas of the site; impacts proposed	Yes	**See Wetland Review letter for detailed comments**
RM-1 and RM-2 Required Conditions (Sec 3.8) & (Sec 3.10)					
Total number of rooms (Sec. 3.8.1)	Total No. of rooms < Net site area in SF/2000		Total number of rooms = 71 units x 4 rooms = **284 rooms**	Yes	*<u>17% less than permitted</u>*

Item	Required Code		Proposed	Meets Code	Comments
	686,070 SF/2000 = 343				
Public Utilities (Sec. 3.8.1)	All public utilities should be available		All public utilities are available	Yes	**See Engineering Review for detailed comments**
Maximum Number of Units (Sec. 3.8.1.A.ii)	Efficiency < 5 percent of the units		Not Proposed	NA	
	1 bedroom units < 20 percent of the units		Not Proposed	NA	
	Balance should be at least 2 bedroom units		All are 3-bedroom units	Yes	
Room Count per Dwelling Unit Size (Sec. 3.8.1.C) *An extra room such as den, library or other extra room count as an additional bedroom	**Dwelling Unit Size**	**Room Count ***		Yes	
	Efficiency	1	Not proposed		
	1 bedroom	2	Not proposed		
	2 bedroom	3	Not proposed		
	3 or more bedrooms	4	4		
For the purpose of determining lot area requirements and density in a multiple-family district, a room is a living room, dining room or bedroom, equal to at least eighty (80) square feet in area. A room shall not include the area in kitchen, sanitary facilities, utility provisions, corridors, hallways, and storage. Plans presented showing one (1), two (2), or three (3) bedroom units and including a "den," "library," or other extra room shall count such extra room as a bedroom for the purpose of computing density.					
Setback along natural shoreline (Sec. 3.8.2.A)	A minimum of 150 feet along natural shoreline is required.		No natural shoreline exists within the property	NA	
Structure frontage (Sec. 3.8.2.B)	Each structure in the dwelling group shall front either on a dedicated public street or approved private drive.		All structures front on proposed private major drive	Yes	
Maximum length of the buildings (Sec. 3.8.2.C)	A single building or a group of attached buildings cannot exceed 180 ft.		Max of ~170 proposed, building entrances proposed	Yes	
Modification of maximum length (Sec. 3.8.2.C)	Planning Commission may modify the extra length up to 360 ft. if			NA	
	Common areas with a minimum capacity of 50 persons for recreation or social purposes				
	Additional setback of 1 ft. for every 3 ft. in excess of 180 ft. from all property lines.				

Item	Required Code	Proposed	Meets Code	Comments
Building Orientation (Sec. 3.8.2.D)	Where any multiple dwelling structure and/ or accessory structure is located along an outer perimeter property line adjacent to another residential or nonresidential district, said structure shall be oriented at a minimum angle of forty-five (45) degrees to said property line.	Buildings orientations do not appear to meet the minimum requirement for all buildings	**No**	**Applicant requests a deviation in the PRO Agreement**
Yard setback restrictions (Sec. 3.8.2.E)	Within any front, side or rear yard, off-street parking, maneuvering lanes, service drives or loading areas cannot exceed 30% of yard area	No off-street parking or loading area is proposed in exterior yard areas	Yes	
Off-Street Parking or related drives (Sec. 3.8.2.F) Off-street parking and related drives shall be…	No closer than 25 ft. to any wall of a dwelling structure that contains openings involving living areas or	Complies – 25 feet	Yes	
	No closer than 8 ft. for other walls or	In conformance	Yes	
	No closer than 20 ft. from ROW and property line	In conformance	Yes	
Pedestrian Connectivity (Sec. 3.8.2.G)	5 feet sidewalks on both sides of the Private drive are required to permit safe and convenient pedestrian access.	5-foot Sidewalks shown along the private drive	Yes	
	Where feasible sidewalks shall be connected to other pedestrian features abutting the site.	Sidewalks shown to connect to Ridgeview pathway	Yes	
	All sidewalks shall comply with barrier free design standards			This would be reviewed in site plan submittal
Minimum Distance between the buildings (Sec. 3.8.2.H)	**(**Total length of building A **+** total length of building B **+** 2(height of building **+** height of building B)**)/**6 **Calculations show 31-36 feet required**	30-31 feet	**No**	**Applicant requests deviation for distance between buildings in a few locations (variance of 1- 3 feet)**
Minimum Distance between the buildings (Sec. 3.8.2.H)	In no instance shall this distance be less than thirty (30) feet unless there is a corner-to-corner relationship in	Buildings are min. of 30 ft. from each other	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	which case the minimum distance shall be fifteen (15) feet.			
Number of Parking Spaces Residential, Multiple-family (Sec.5.2.12.A)	Two (2) for each dwelling unit having two (2) or less bedrooms and two and one-half (2 ½) for each dwelling unit having three (3) or more bedrooms **For 71 Three-BR units, required spaces = 178 spaces**	142 garage spaces 142 driveway spaces 10 visitor spaces **294 spaces total**	Yes	
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping	- 28 ft. two-way drives - Parking shown in garages and driveways - Parking spaces along drive - would need a deviation	Yes	**Refer to Traffic comments for comments on parking dimensions**
Parking stall located adjacent to a parking lot entrance (public or private) (Sec. 5.3.13)	- shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	Does not apply	NA	
Barrier Free Spaces Barrier Free Code	2 accessible space (including 1 Van accessible) for every 26 to 50 spaces	1 spaces provided		This would be reviewed in site plan submittal
Barrier Free Space Dimensions Barrier Free Code	- 8' wide with an 8' wide access aisle for van accessible spaces - 8' wide with a 5' wide access aisle for regular accessible spaces			
Barrier Free Signs Barrier Free Code	One sign for each accessible parking space.			
Corner Clearance (Sec. 5.9)	No fence, wall plant material, sign or other obstruction shall be permitted within the clear view zone above a height of 2 feet from established street grade			This would be reviewed in site plan submittal
Minimum number of Bicycle Parking (Sec. 5.16.1)	One (1) space for each five (5) dwelling units	8 spaces in two locations; 16 spaces	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Multiple-family residential	**Required: 15 Spaces**			
Bicycle Parking General requirements (Sec. 5.16)	No farther than 120 ft. from the entrance being served When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations Spaces to be paved and the bike rack shall be inverted "U" design Shall be accessible via 6 ft. paved sidewalk	4 racks – 2 separate locations	Yes	
Bicycle Parking Lot layout *(Sec 5.16.6)*	Parking space width: 7 ft. One tier width: 11 ft. Two tier width: 18 ft. Maneuvering lane width: 4 ft. Parking space depth: 32 in	Shown	Yes	**See new layout dimensions of recently adopted text amendment**
5.10 Additional Road Design, Building Setback, And Parking Setback Requirements, Multiple-Family Uses				
Road standards *(Sec. 5.10)*	A private drive network within a cluster, two - family, multiple-family, or non-residential uses and developments shall be built to City of Novi Design and Construction Standards for local street standards (28 feet back-to-back width)	Major drive 28 feet wide	Yes	*Proposed road is "major drive" with direct access to exterior public road*
Major Drives	- Width: 28 feet	Proposed major drive is 28 feet wide	Yes	
Minor Drive	- Cannot exceed 600 feet - Width: 24 feet with no on-street parking - Width: 28 feet with parking on one side - Parking on two sides is not allowed - Needs turn-around if longer than 150 feet	No minor drive proposed	NA	
Parking on Major and Minor Drives (Sec. 5.10)	- Angled and perpendicular parking, permitted on minor	**On-street perpendicular parking is proposed on the Major Drive**	**No**	**Deviation for major road standards: on-street perpendicular parking,**

	drive, but not from a major drive; - minimum centerline radius: 100 feet - Adjacent parking and on-street parking shall be limited near curves with less than two-hundred thirty (230) feet of centerline radius - Minimum building setback from the end of a parking stall shall be 25 feet in residential districts.	**Minimum centerline radius is 85-120'**	**No**	**<u>minimum centerline radius, and parking near curve greater than 230 ft</u>**
Accessory and Roof top Structures				
Dumpster Sec 4.19.2.F	- Located in rear yard - Attached to the building or - No closer than 10 ft. from building if not attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft, from property line. - Away from Barrier free Spaces	Individual trash pick-up for residential units Dumpsters shown for commercial appear to be 20 feet from residential	Yes	
Dumpster Enclosure Sec. 21-145. (c) Chapter 21 of City Code of Ordinances	- Screened from public view - A wall or fence 1 ft. higher than height of refuse bin - And no less than 5 ft. on three sides - Posts or bumpers to protect the screening - Hard surface pad. - Screening Materials: Masonry, wood or evergreen shrubbery	Trash screening enclosures shown	Yes	*Details will be reviewed in site plan submittals*
Roof top equipment and wall mounted utility equipment Sec. 4.19.2.E.ii	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	Not shown	TBD	*Details will be reviewed in site plan submittals*
Roof top appurtenances screening	Roof top appurtenances shall be screened in	No roof top equipment for residential	TBD	

	accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.			
Sidewalks and Other Requirements				
Non-Motorized Plan	Proposed Off-Road Trails and Neighborhood Connector Pathways.	8-foot crushed gravel pathway proposed; Mid-block crossings?	Yes	
Sidewalks (Subdivision Ordinance: Sec. 4.05)	Sidewalks are required on both sides of proposed drives	5-ft Sidewalks are proposed on both sides of the proposed private drive	Yes?	
Public Sidewalks (Chapter 11, Sec.11-276(b), Subdivision Ordinance: Sec. 4.05)	A 8-foot sidewalk is required along 10 Mile Road	Sidewalk proposed	Yes	
Entryway lighting Sec. 5.7	One street light is required per entrance.			Applicant to work with engineering and DTE on the location and type of the fixtures proposed in the right of way for residential community
Building Code and Other Requirements				
Building Code	Building exits must be connected to sidewalk system or parking lot.		NA	**Barrier-free requirements?**
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).			**Provide a legal description of proposed parcels with formal Concept Plan submittal**
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Generally provided	Yes	**Refer to all review letters for additional information requested.**
Economic Impact	- Total cost of the proposed building & site improvements - Number of anticipated	- $35 million construction cost - 100 new permanent full and part-time		

	jobs created (during construction & after building is occupied, if known)	jobs, numerous construction jobs		
Other Permits and Approvals				
Development/ Business Sign (City Code Sec 28.3) Sign permit applications may be reviewed an part of Preliminary Site Plan or separately for Building Office review.	The leading edge of the sign structure shall be a minimum of 10 ft. behind the right-of-way. Entranceway shall be a maximum of 24 square feet, measured by completely enclosing all lettering within a geometric shape. Maximum height of the sign shall be 5 ft.			**Show the location of any entranceway signs if proposed; Deviations from sign ordinance may be included in PRO submittal if variances are anticipated**
Development and Street Names	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval	Novi Ten Commercial and Towns at Novi Station proposed		Submit a Project & Street Naming Application to get all names approved
Property Split	The proposed property split must be submitted to the Assessing Department for approval.			Property combinations/splits must be approved before final site plan approval
Other Legal Requirements				
PRO Agreement (Sec. 7.13.2.D(3)	A PRO Agreement shall be prepared by the City Attorney and the applicant (or designee) and approved by the City Council, and which shall incorporate the PRO Plan and set forth the PRO Conditions and conditions imposed			If tentative approval is granted, Council will direct City Attorney to prepare the agreement, which will then be shared with applicant for negotiation
Master Deed/Covenants and Restrictions	Applicant is required to submit this information for review with the Final Site Plan submittal	Not applicable at this moment		If proposed, Master Deed draft shall be submitted prior to Stamping Set approval.
Conservation easements	Conservation easements may be required for woodland impacts	Conservation easements would be required if a condition in the PRO Agreement		Draft documents would be required prior to stamping set approval.
Lighting and Photometric Plan (Sec. 5.7)				
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto		Yes	

	adjacent properties & reduce unnecessary transmission of light into the night sky			
Lighting Plan (Sec. 5.7.A.i)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Provided separately for commercial and residential area	Yes	
Building Lighting (Sec. 5.7.2.A.iii)	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.	Not provided		**Provide commercial lighting on building elevations at time of site plan submittal**
Lighting Plan (Sec.5.7.2.A.ii)	Specifications for all proposed & existing lighting fixtures	Provided	Yes	**Provide hours of operation**
	Photometric data	Provided	Yes	
	Fixture height	25 feet commercial	Yes	
	Mounting & design	Provided	Yes	
	Glare control devices (Also see Sec. 5.7.3.D)			
	Type & color rendition of lamps	Provided – see below	TBD	
	Hours of operation	Not shown		
Required Conditions (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses)	Commercial: 25 feet max Residential: 6-10 feet proposed	Yes	
Required Conditions (Sec. 5.7.3.B)	- Electrical service to light fixtures shall be placed underground - Flashing light shall not be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation	Notes provided	Yes	
Indoor Lighting *(Sec. 5.7.3.H)*	- Indoor lighting shall not be the source of exterior glare or spillover		TBD	
Security Lighting (Sec. 5.7.3.H) Lighting for security	- All fixtures shall be located, shielded and aimed at the areas to be secured.		TBD	

purposes shall be directed only onto the area to be secured.	- Fixtures mounted on the building and designed to illuminate the facade are preferred			
Color Spectrum Management *(Sec. 5.7.3.F)*	Non-Res and Multifamily: For all permanent lighting installations - minimum Color Rendering Index of 70 and Correlated Color Temperature of no greater than 3000 Kelvin	CRI 70 for all fixtures Appears 4000K CCT is proposed	**No**	*Clarify Correlated Color Temperature of fixtures – may not exceed 3000 Kelvin* **– or request a deviation**
Parking Lot Lighting *(Sec. 5.7.3.J)*	- Provide the minimum illumination necessary to ensure adequate vision and comfort. - Full cut-off fixtures shall be used to prevent glare and spillover.	Appears to be proposed		
Min. Illumination (Sec. 5.7.3.L)	Parking areas: 0.2 min	0.4 fc	Yes	**Provide missing minimum illumination levels**
	Loading & unloading areas: 0.4 min	1.3 fc min	Yes	
	Walkways: 0.2 min			
	Building entrances, frequent use: 1.0 min			
	Building entrances, infrequent use: 0.2 min			
Average Light Level *(Sec.5.7.3.L)*	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1	Commercial: 4.2:1 Residential: 2.5:1	Yes	*Revise calculations to show only lit areas (exclude 0.0 fc values to calculate ratio)*
Max. Illumination adjacent to Non-Residential *(Sec. 5.7.3.L)*	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	0.5 max shown	Yes	
Max. Illumination adjacent to Residential *(Sec. 5.7.3.M)*	- Fixture height not to exceed 25 feet - Cut off angle of 90 degrees or less - No direct light source shall be visible at the property line adjacent to residential at ground level - Maximum illumination at the prop line not to exceed 0.5 fc.	Max 25 feet shown 0.2 fc max shown at residential property line	Yes	

Residential Developments *(Sec. 5.7.3.O)*	- Shall provide lighting at each entrance intersecting with a major thoroughfare sufficient to illuminate the entrance (0.2 FC min), and not to exceed 25 ft - May deviate from the minimum illumination levels and uniformity requirement of Sec. 5.7.3.L so long as off-street parking lots, property lines, and security lighting is sufficient	- 10 ft height fixture provided at 10 Mile entrance - Min. 0.2 fc at entrance Complies	Yes	

NOTES:
1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
2. The section of the applicable ordinance or standard is indicated in parenthesis. Please refer to those sections in Article 3, 4 and 5 of the zoning ordinance for further details
3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.

ENGINEERING REVIEW

PLAN REVIEW CENTER REPORT

7/18/2024

Engineering Review

Novi Ten
JZ23-0009

APPLICANT

Novi Ten Associates, LLC

REVIEW TYPE

Formal PRO Plan

PROPERTY CHARACTERISTICS

- Site Location: South side of Ten Mile Road east of Novi Road
- Site Size: 42.90 acres
- Plan Date: 6/17/2024
- Design Engineer: Seiber Keast Lehner Engineering

PROJECT SUMMARY

- Proposed Rezoning from OS-1 to B-3 and RM-1, construction of 3 commercial/office buildings with associated parking and 71-unit residential development.
- Water service would be provided by an 8-inch extension from the existing 16-inch water main along the south side of 10 Mile Road and the existing 8-inch water main stub located in Ridgeview.
- Sanitary sewer service would be provided by connecting to an existing sanitary sewer along the south side of 10 Mile Road. County approval will be needed the 36-inch sanitary main on the east side of the property.
- Storm water would be collected by a single storm sewer collection system and detained in a basin sized for the 100-year storm event. The basin would subsequently dewater into the existing wetland east of the proposed basin.

RECOMMENDATION

Approval of the Formal PRO Plan is recommended with the following items addressed at the time of Site Plan Submittal.

Comments:

The Formal PRO Plan meets the general requirements of the design and construction standards as set forth in Chapter 11 of the City of Novi Code of Ordinances, the Storm

Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Site Plan Submittal:

General

1. Based on the McDowell soils investigation report, a dewatering plan will be needed for this site.
2. RCOC approval will be required for the widening of Ten Mile Road, right-of-way dedication will be needed from the norther property owners as well. All off-site easements will need to be approved prior to stamping set approval.
3. Approval from property owners on the north side of Ten Mile Road will be needed for the work associated with the Ten Mile widening.
4. The dedication of the master-planned right-of-way is requested for the project on Ten Mile Road. The master planned right-of-way for Ten Mile is 120-feet.
5. An opposite-side driveway spacing **Waiver**, granted by the Planning Commission, will be needed. The Engineering Division supports this waiver request contingent upon RCOC approval.
6. Label slopes for proposed 8' gravel pedestrian walkway, show proposed grades around the walkway. Grading for walkway may impact wetland buffer, provide all grading details for walkway in next submittal.
7. The proposed public portion of the 8-foot-wide gravel pathways require a 12-foot wide easement.
8. **Only at the time of the printed Stamping Set submittal,** provide the City's standard detail sheets for water main (5 sheets), sanitary sewer (3 sheets), storm sewer (2 sheets), paving (2 sheets) and Boardwalks/Pathways (1 sheet). The most updated details can be found on the City's website under Engineering Standards and Construction Details.
9. A Right-of-Way Permit will be required from the City of Novi and RCOC.
10. Provide a traffic control plan for the proposed road work activity on Ten Mile Road, provide an approximate timeline for road widening and project construction.
11. Provide a construction materials table on the utility plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
12. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided, or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained.
13. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation from water main and storm sewer and 10-foot horizontal separation from sanitary sewer. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance.
14. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in a utility easement will require a License Agreement.

Water Main

15. All water main easements shall be 20-feet wide. Show the proposed easement on utility plans.
16. A tapping sleeve, valve and well is required at the connection to the existing water main.
17. Generally, the distribution system in all developments is required to have the ability to serve at least; three thousand (3,000) gallons per minute in apartment, cluster residential and similar complexes, institutional and school areas; and at least four thousand (4,000) gallons per minute in office, industrial and shopping centers is essential. Water mains are required to be extended along all road frontages abutting the proposed development at the direction of the city in accordance with the City of Novi Master Plan current edition for water main construction.
18. Provide additional valves to limit pipe runs to a maximum of 800 feet between valves.
19. Per current EGLE requirement, provide a profile for all proposed water main 8-inch and larger.
20. 6-inch hydrant leads are allowed for leads less than or equal to 25 feet in length. 8-inch leads are required for leads greater than 25 feet in length.
21. All gate valves 6" or larger shall be placed in a well with the exception of a hydrant shut off valve. A valve shall be placed in a box for water main smaller than 6".
22. Valves shall be arranged so that no single line failure will require more than eight hundred (800) feet of main to be out of service.
23. Provide a separate domestic lead and, if required by the Fire Marshal, a minimum 6-inch fire lead for each building with a unique shut-off valve for each.
24. In the general notes and on the profile, add the following note: "Per the Ten States Standards Article 8.8.3, one full 20-foot pipe length of water main shall be used whenever storm sewer or sanitary sewer is crossed, and the pipe shall be centered on the crossing, in order to ensure 10-foot separation between water main and sewers." Additionally, show the 20-foot pipe lengths on the profile.
25. A sealed set of utility plans along with the Michigan Department of Environment, Great Lakes & Energy (EGLE) permit application for water main construction, the Streamlined Water Main Permit Checklist, Contaminated Site Evaluation Checklist, and an electronic version of the utility plan should be submitted to the Engineering Division for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets, and the standard detail sheets.

Irrigation Comments

26. Irrigation plans will be needed at the time of preliminary site plan submittal.

Sanitary Sewer

27. Provide sanitary sewer monitoring manholes, for the commercial buildings. If not in the right-of-way, provide a 20-foot-wide access easement to the monitoring manhole from the right-of-way.
28. Provide a sanitary sewer basis of design for the development on the utility plan sheet. (Calculations should use peaking factor of 4.0 and 3.2 People/REU).
29. Section 11-164 (g)-4 states the maximum length of a sanitary sewer lead shall not exceed 100-feet unless otherwise approved. Extend Sanitary Sewer so that leads are not more than 100-feet long **or** provide clean-outs every 100-feet.
30. Note on the construction materials table that 6-inch sanitary leads shall be a minimum SDR 23.5, and mains shall be SDR 26.
31. Provide a note on the Utility Plan and sanitary profile stating the sanitary leads will be buried at least 5 feet deep where under the influence of pavement.
32. Illustrate all pipes intersecting with manholes on the sanitary profiles.
33. Three (3) sealed sets of revised utility plans along with the Michigan Department of Environment, Great Lakes & Energy (EGLE) permit application, electronic utility plan for sanitary sewer construction, and the Streamlined Sanitary Sewer Permit Certification Checklist should be submitted to the Engineering Division for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets, and the standard detail sheets. It should be indicated with the application if an expedited EGLE review is requested. EGLE will charge a fee that can be paid directly to the State.

Storm Sewer

34. A minimum cover depth of 3 feet shall be maintained over all proposed storm sewer. An explanation shall be provided where the cover depth cannot be provided.
35. Provide a four-foot-deep sump and an oil/gas separator in the last storm structure prior to discharge to the storm water basin.
36. The minimum pipe size for storm sewers receiving surface runoff shall be 12-inch diameter. Provide profiles for all storm sewer 12-inch and larger. All storm pipes accepting surface drainage shall be 12-inch or larger.
37. Plastic pipe is not allowed in the right-of-way, the maximum allowable size for plastic storm sewer is 12-inch. (Smaller diameters are allowed for roof drains)
38. Label the 10-year HGL on the storm sewer profiles and ensure the HGL remains at least 1-foot below the rim of each structure.
39. Illustrate all pipes intersecting storm structures on the storm profiles.
40. Provide a schedule listing the casting type, rim elevation, diameter, and invert sizes/elevations for each proposed, adjusted, or modified storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.
41. Show and label all roof conductors and show where they tie into the storm sewer.

Storm Water Management Plan

42. The Storm Water Management Plan (SWMP) for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the **Engineering Design Manual (updated Jan 31, 2024)**
43. C factor calculations should be updated per the updated storm standards, C factor for green area is determined by the hydrologic soil type.
44. Verify that calculations are accurate based on the current C factor our calculations do not match what is show on the plans.
45. V_{CP-R} can only be subtracted from 100-year storage volume if infiltration, if possible, on-site, based on the soil's investigation infiltration is not possible.
46. An adequate maintenance access route to the basin outlet structure and any other pretreatment structures shall be provided (15 feet wide, maximum running slope of 1V:5H, maximum cross slope of 3%, and able to withstand the passage of heavy equipment). Verify the access route does not conflict with proposed landscaping.
47. Provide a 5-foot-wide stone bridge/access route allowing direct access to the standpipe from the bank of the basin during high-water conditions (i.e. stone 6-inches above high water elevation). Provide a detail and/or note as necessary.
48. As part of the Storm Drainage Facility Maintenance Easement Agreement, provide an access easement for maintenance over the storm water detention system and the pretreatment structure. Also, include an access easement to the detention area from the public road right-of-way.
49. Provide manufacturer's details and sizing calculations for the pretreatment structure(s) on the plans. Provide drainage area and runoff coefficient calculations specific to the area tributary to each treatment structure. The treated flow rate should be based on the 1-year storm event intensity (~1.6 In/Hr).
50. A 4-foot-wide safety shelf is required one foot below the permanent water surface elevation within the basin.

Paving & Grading

51. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.
52. Sidewalks on private roadways should be located such that the outside edge of the sidewalk is a minimum of 15 feet from back of curb.
53. Provide typical driveway dimensions, contact engineering division if a variance is requested. City standard driveway dimensions are 16-foot-wide driveway with 3-foot tapers.
54. Provide an emergency access gate, the City's break-away gate detail (Figure VIII-K) can be found in Section 11-194 of the Code of Ordinances.
55. Provide a note on the plan stating that the emergency access gate is to be installed and closed prior to the issuance of the first building permit in the subdivision.

56. Provide existing and proposed contours on the Grading Plan at the time of the Final Site Plan submittal.
57. Provide at least 3-foot of buffer distance between the sidewalk and any fixed objects, including hydrants and irrigation backflow devices. Include a note on the plan where the 3-foot separation cannot be provided.
58. Site grading shall be limited to 1V:4H (25-percent), excluding landscaping berms.
59. Per MDOT Special Provision for Crushed Concrete; the use of crushed concrete is prohibited on the project within 100 feet of any water course (stream, river, county drain, etc.) and lake, regardless of the application of location of the water course or lake relative to the project limits.
60. The end islands shall conform to the City standard island design, or variations of the standard design, while still conforming to the standards as outlined in Section 2506 of Appendix A of the Zoning ordinance (i.e. 2' minor radius, 15' major radius, minimum 10' wide, 3' shorter than adjacent 19' stall).
61. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas. Indicate where 4-inch curb and 6-inch curb is proposed, show line 2-foot overhang on plans.
62. Sheets showing retaining wall details shall be signed and sealed by the design engineer responsible for the proposed retaining wall design and all associated calculations.
63. A License Agreement will be required if there are proposed retaining wall within any utility easements.
64. Retaining walls that are 48-inches or larger shall need a permit from Building Department. A retaining wall that has a grade change of 30" or more within a 3' horizontal distance will require a guardrail.
65. Show proposed grades around retaining walls.
66. Per Section 26.5-35(c), a statement is required on any plan containing a private street with the following language: "City of Novi has no responsibility to improve or maintain the private streets contained within or private streets providing access to the property described in this [plan/plat]".

Flood Plain

67. ***Connection to the water main stub on the Ridgeview property will require impact to the floodplain.*** A City of Novi Floodplain Use Permit will be required for the proposed floodplain impact. This should be submitted as soon as possible. Contact the Building Department for submittal information. **A Joint Permit Application (JPA) through the Michigan Department of Environment, Great Lakes & Energy (EGLE) and U.S. Army Corps of Engineers (USACE) may also be required for the proposed floodplain impact prior to site plan approval.**

Off-Site Easements

68. Any off-site utility easements anticipated must be executed **prior to Stamping Set Approval**. Indicate if any off-site easements are anticipated for the water main connection or the widening of Ten Mile Road.

To the extent this review letter addresses items and requirements that require the approval of or a permit from an agency or entity other than the City, this review shall not be considered an indication or statement that such approvals or permits will be issued.

Please contact Humna Anjum at (248)735-5632 or email at hanjum@cityofnovi.org with any questions.

Humna Anjum,
Project Engineer

cc: Lindsay Bell, Community Development
Ben Nelson, Engineering
Ben Croy, City Engineer

LANDSCAPE REVIEW

PLAN REVIEW CENTER REPORT

July 17, 2024

Novi-Ten

Revised PRO Concept Site Plan - Landscaping

Review Type	**Job #**
Revised PRO Concept Plan – Landscaping Review	JZ23-0009

Property Characteristics

- Site Location: Ten Mile Road east of Novi Road
- Site Acreage: 19.6 ac. (residential section is 11.2 ac.)
- Site Zoning: Current: I-1.
  Proposed: Commercial B-3, Residential RM-1
- Adjacent Zoning: North: I-1 and I-2, East: I-1, South: RM-1 PRO, West: OS-1
- Plan Date: June 17, 2024

Ordinance Considerations

This project was reviewed for conformance with Chapter 37: Woodland Protection, Zoning Article 5.5 Landscape Standards, the Landscape Design Manual and any other applicable provisions of the Zoning Ordinance. Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review and the accompanying landscape chart are summaries and are not intended to substitute for any Ordinance.

Items in **bold** below must be addressed and incorporated as part of the PRO review. Underlined items should be included for the Preliminary Site Plans and *Underlined and italicized* items must be included on Final Site Plans.

RECOMMENDATION:

This project is **recommended for Conceptual Plan Approval.** The residential portion of the project is mostly acceptable and the commercial section requires deviations that are not supported by staff but could be corrected on the Preliminary Site Plans.

LANDSCAPE DEVIATIONS REQUIRED PER PLANS PROVIDED:

Residential:

- No street trees along are proposed along 10 Mile Road – *supported by staff due to utility conflicts (would also be supported for Commercial section if utility conflicts were there too)*
- Lack of berm between commercial and residential north of Buildings 5 and 6 – *supported by staff as wall and screening landscaping are proposed, drive-thrus have been removed from the plans*

Commercial:

- No street trees can be planted along 10 Mile Road due to a conflict with the existing water main – *supported by staff*
- Lack of greenbelt berm along 10 Mile Road – *supported by staff because a 3 foot tall brick wall is proposed to screen the parking lot*
- Deficiency in foundation landscaping for every building – *not supported by staff for Building B.*
- The bay north of Building A is 16 spaces long – *not supported by staff*

General Notes:

- **Please put the City's Project Number, JZ23-0009, on the STA cover sheet as well.**

Please work to remove the unsupported deviations noted above.

Ordinance Considerations

Existing Trees (Sec 37 Woodland Protection, Preliminary Site Plan checklist #17 and LDM 2.3 (2))

1. Tree survey and charts are provided for both sections.
2. Woodland replacement calculations are provided for both sections.
   a. **Commercial:** 228 replacements are required. 34 are proposed to be planted on site and a deposit to the tree fund will be made for the remaining credits**.**
   b. **MF Residential:** 699 replacements are required. 181 are proposed to be planted on site and a deposit to the tree fund will be made for the remaining credits**.**
3. **The calculations need to be revised for both sections to reflect that evergreens only count as 0.67 woodland replacement credits and the proposed deposits to the tree fund corrected.**
4. Please show conservation easement boundaries for all woodland replacement trees.

Adjacent to Residential - Buffer (Zoning Sec. 5.5.3.A.ii and iii) (Both sections)

1. The project is adjacent to commercial property on the west, to multi-family residential on the south and to industrial property and the railroad to the east. Within the site, residential abuts commercial.
2. A 6-8 foot tall wall or landscaped berm is required between residential property and office/commercial uses.
3. The plan indicates a landscaped berm between Residential Buildings 1-4 and Commercial Building A. The berm crests are only 2-3 feet above the commercial parking lot and approximately 8-12 feet above the bottom of the slope. The slope is heavily landscaped with evergreen trees. If the berm uses a 1:3 slope, the crests can be raised 2-5 feet, eliminating the need for a deviation. **Please do that.**
4. The plan also shows two 8-foot masonry walls north of Residential Buildings 5 and 6 with evergreen trees planted along the adjacent parking lot perimeter**.** Large evergreen trees are now provided south of the walls to provide better buffering for those residential buildings. **A landscape deviation is required to provide a wall instead of a berm, but *it would be supported by staff*.**

COMMERCIAL SECTION

Adjacent to Public Rights-of-Way – Berm/Wall, Buffer and Street Trees (Zoning Sec. 5.5.3.B.ii, iii)

1. The required 3-foot-tall berm is not proposed but a 3-foot tall brick wall is proposed instead of the berm. **This would require a landscape deviation**. *It would be supported by staff.*
2. The required canopy and subcanopy trees are proposed, and the number of required shrubs also appear to be proposed.
3. A utility conflict along Ten Mile Road between the existing water main and the sidewalk prevents the required street trees from being planted so they are not proposed. This requires a landscape deviation. *It is supported by staff.*

Parking Lot Landscaping (Zoning Sec. 5.5.3.C.)

1. The required parking lot interior area and trees, and perimeter trees, are provided, but some islands still do not have trees and the perimeter trees need to be rearranged somewhat.
2. **See the landscape chart for a more detailed discussion of the parking lot landscaping.**

Building Foundation Landscaping (Zoning Sec 5.5.3.D)

1. The calculations need to be corrected per the ordinance requirement for at least 75% of the buildings' perimeter to be landscaped.

2. In total, the required foundation landscaping for the four buildings is provided, but some individual building's landscaping is deficient. As the total is met, this is required.
3. **3.** Three of the four buildings' frontage facing Ten Mile Road has less than the 60% landscaping as required by the ordinance. Building B is significantly less than the requirement. **The minor deficiencies for Buildings A and C are accepted, but Building B requires a deviation that** *is not supported by staff.* **Please increase the frontage landscaping for Building B.**

RESIDENTIAL SECTION

Adjacent to Public Rights-of-Way – Berm/Wall, Buffer and Street Trees (Zoning Sec. 5.5.3.B.ii, iii)

1. The required greenbelt berm and landscaping appear to be provided.
2. As with the Commercial section, the utility conflict along Ten Mile road prevents the required street trees from being planted. **A landscape deviation is required for the lack of street trees.** *It will be supported by staff.*

Multi-Family Residential/Attached Dwelling Unit Landscaping (Zoning Sec 5.5.3.F.iii)

1. Multi-family unit trees
   a. As 71 townhouse units are proposed, 213 trees are required, up to 25% of which can be subcanopy trees.
   b. 213 trees are proposed on the site, some of which are along the interior drive, many of which are on the berm between the residential portion of the development and the commercial section, and some of which are in the greenbelt. Until species are proposed, it's difficult to determine the makeup of the trees proposed.
2. Interior Drive Trees
   a. Based on the length of the interior drive, 35 interior drive trees are required. 35 trees, plus 4 multi-family unit trees are proposed along the streets.
3. Building Foundation Landscaping
   a. A sample foundation detail shows that 40% of the building fronts will be landscaped, exceeding the 35% required.
   b. Please include plant labels on the Final Site Plans at the latest and add the plants to the plant list and cost estimate.

GENERAL REQUIREMENTS APPLICABLE TO BOTH SECTIONS

Plant List (LDM 4, 10)

1. Not provided.
2. Please add plant labels to the plan view and provide a plant list on the Preliminary Site Plans, or Final Site Plans at the latest.
3. The plants should meet the requirements detailed on the landscape chart.

Planting Notations and Details (LDM 10)

1. Provided for the Residential plans but not the Commercial Plans.
2. As the Commercial and Residential landscaping may well be done by different contractors, please include the planting notes and details with each set of plans.

Storm Basin Landscape (Zoning Sec 5.5.3.E.iv and LDM 3)

1. Conceptual landscaping indicates that all landscaping will be provided.
2. Woodland replacement trees may be used to meet the tree requirement, but they must be protected by an easement.

Irrigation (LDM 10)

Please provide the plans for an automatic irrigation system, or alternative plans for providing sufficient water for the plants' establishment and long-term survival on the Final Site Plans.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5621 or rmeader@cityofnovi.org.

Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART – Formal PRO Concept Plan

Review Date: July 15, 2024
Project Name: JZ23-09: Novi Ten
Project Location: Ten Mile Road east of Novi Road
Plan Date: June 17, 2024
Prepared by: Rick Meader, Landscape Architect E-mail: rmeader@cityofnovi.org; Phone: (248) 735-5621

Items in **Bold** need to be addressed by the applicant before approval of the PRO Concept Plan. Underlined items need to be addressed on Preliminary Site Plans. *Underlined and italicized* items need to be addressed for Final Site Plan.

LANDSCAPE DEVIATIONS REQUIRED PER PLANS PROVIDED:
Residential:

- No street trees along 10 Mile Road in residential section – *supported by staff due to utility conflicts (would also be supported for Commercial section if utility conflicts were there too)*
- Lack of berm between commercial and residential north of Buildings 5 and 6 – *supported by staff as wall and screening landscaping are proposed, drive-thrus have been removed from the plans.*

Commercial:

- No street trees can be planted along 10 Mile Road due to a conflict with the existing water main – *supported by staff*
- Lack of greenbelt berm along 10 Mile Road in the Commercial section – *supported by staff because a 3 foot tall screening wall is proposed in lieu of the berm*
- Deficiency in screening foundation landscaping for every building – *not supported by staff for Building B.*
- The bay north of Building A is 16 spaces long – *not supported by staff*

General Notes:

- **Please put the City's Project Number, JZ23-0009, on the STA cover sheet as well.**

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements – Basic Information (LDM (2))				
Landscape Plan *(Zoning Sec 5.5.2, LDM 2.e)*	• New commercial or residential developments • Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less. • 1"-20' minimum with proper North. Variations from this scale can be approved by LA	• Residential Landscape Plan is 1"=50' • Residential greenbelt, detention pond and foundation plans are 1"=30' • Commercial Landscape Plan is 1"=40' • No Commercial Foundation plans are provided	• Yes • Yes • Yes • TBD	*When they are provided, the commercial foundation landscape plans should be no smaller than 1"=20'*
Project Name/Address *(LDM 2.a.)*	Name and location of the project	• Yes • Location map is provided on	Yes	*Please add the location map to the Commercial landscape*

Item	Required	Proposed	Meets Code	Comments
		residential landscape plan		*plans.*
Owner/Developer Contact Information *(LDM 2.a.)*	Name, address and telephone number of the owner and developer or association	• Commercial: Weiss Construction • Residential: Toll Brothers	Yes	
Landscape Architect contact information *(LDM 2.b.)*	Name, Address and telephone number of RLA/PLA/LLA who created the plan	• Commercial: James Gray – Vert Verde • Residential: Jim Allen – Allen Design	Yes	
Sealed by LA. *(LDM 2.g.)*	Requires original signature	Yes – copies		
Survey information *(LDM 2.c.)*	Legal description or boundary line survey	Civil Sheets 2 and 3	Yes	
Miss Dig Note (800) 482-7171 *(LDM.3.a.(8))*	Show on all plan sheets	• Commercial: No • Residential: Yes	No Yes	
EXISTING CONDITIONS				
Existing plant material Existing woodlands or wetlands *(LDM 2.e.(2))*	• Show location type and size. • Label to be saved or removed. • Plan shall state if none exists.	• Wetlands are delineated • Commercial tree survey and removals are on the Commercial Landscape Plans Sheets PL-1 and PL-2 • Residential Tree survey and removals are on the Residential Landscape Plans Sheets RL-3 and LR-5 • Commercial tree replacement calculations are on PL-1 • Residential tree replacement calculations on RL-5.	• Yes • Yes • Yes • Yes • Yes	Please correct the calculations for both sections to reflect that evergreen trees only receive 0.67 credits per tree.
Natural Features protection		25-foot environmental setbacks are shown on both the Commercial and Residential	Yes	

Item	Required	Proposed	Meets Code	Comments
		Landscape Plans		
Soil type *(LDM.2.r.)*	As determined by Soils survey of Oakland county	Civil Cover Sheet	Yes	
Zoning *(LDM 2.f.)*	Site: I-1 and OS-1 Proposed: RM and B3 North: I-1 and I-2 East: I-1; West: OS-1 South: RM-1	<u>Shown on Civil Cover Sheet</u> • Site: I-1 • Proposed RM-1 for Residential, B-3 for Commercial • East: I-1 • South: RM-1 PRO • West: OS-1 • North: I-1 & I-2	Yes	
PROPOSED IMPROVEMENTS				
Existing and proposed improvements *(LDM 2.e.(4))*	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	• Detailed residential plan and conceptual commercial plans are shown on the PRO Concept Plan. • All Residential and Commercial elements are shown on the landscape plans.	• Yes • Yes	
Existing and proposed utilities *(LDM 2.e.(4))*	• Overhead and underground utilities, including hydrants, water, sanitary and storm lines and structures. • Light posts should also be shown.	• Conceptual utility structures and lines are shown on the Commercial and Residential landscape plans • Light posts are shown on the Commercial and Residential landscape plans • The sanitary line passes through some of the landscape islands such that the trees can't be located in the islands.	• Yes • Yes • No	**Please revise the utility layout so all required landscape plantings can be planted per the ordinance.**
Proposed topography - 2' contour minimum *(LDM 2.e.(1))*	Provide proposed contours at 2' interval	• Proposed contours are shown on P3, Civil Sheets 6A and 6B, and the	• Yes • No • No	**1. Please show all required berms on a grading plan.** **2. Please label the contours on 6B with**

Item	Required	Proposed	Meets Code	Comments
		residential landscape plan. • Contours are not shown on the Commercial plans • Contours on residential berm are not consistent with those shown on PRO plan or residential		**their elevations and verify that the contours work.** 3. Show contours between the parking lot and the residential section and make sure they tie together correctly. **4. Show all berms consistently between plan sheets.**
Clear Zones *(LDM 2.e.(5))*	RCOC clear vision zones for 10 Mile Road entry points	• RCOC clear vision zone is shown on the Residential Landscape Plan. • No clear vision zone is shown on the Commercial Landscape Plan.	• Yes • No	**1.** *Please provide RCOC clear vision zones on the Commercial landscape plans* **2.** *Keep all trees and shrubs over 30" out of clear zones.*
LANDSCAPING REQUIREMENTS				
Berms and ROW Planting				
• All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours • Berm should be located on lot line except in conflict with utilities. • Berms should be constructed with 6" of topsoil.				
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements *(Zoning Sec 5.5.A)*	Residential adjacent to Commercial requires: • 6-8 foot high landscaped berm or wall • 10-15 foot high wall or berm for drive-in restaurants. • 10-15 foot high wall or berm for industrial • Opacity 80% winter, 90% summer. Residential adjacent to Industrial requires: • 10-15 foot high wall or berm for industrial • Opacity 80% winter, 90% summer. • As the development does not directly abut the industrial property to the east, no screening berm is	• A landscaped berm approximately 2-3 feet tall is proposed between the Residential Buildings 1 and 2 and Commercial Building A (the crest is approximately 3 feet higher than the commercial parking lot and 6-8 feet higher than the bottom of the slope). • An 8-foot high masonry wall is provided between the commercial section and the	• No • Yes	**1. A landscape deviation will be required for the masonry wall.** *2. It would be supported by staff as dense large evergreen trees are now proposed on the residential side.* *3.* **If a 3:1 slope instead of 4:1 slope is used for the berm between the commercial and residential properties, the berm can increase the height of the berm relative to the parking lot by 2-5 feet and be acceptable to staff. Please do that.** 4. No berm is required

Item	Required	Proposed	Meets Code	Comments
	required.	north side of the westernmost residential buildings. Evergreen plantings are indicated in front of the wall. • No berm is provided along the east side of the property. • Cross sections indicate that the berm does not provide sufficient height on the commercial side. Dense landscaping is provided on the berm to increase the buffering.		along the east side of the property as the adjoining industrial property there is on the other side of the railroad.
Planting requirements *(LDM 1.a.)*	LDM Novi Street Tree List	• Dense plantings are proposed on berm • Large evergreens are proposed south of the screening walls.	• Yes • Yes	
Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)				
ROW Landscape Screening Requirements Chart *(Sec 5.5.3.B. ii)*				
Greenbelt width (2)(3) (5)	• **Commercial (B3) adj to pkg:** 20 ft • **MF Residential:** Not adj to pkg: 34 ft	• **Commercial:** 20 ft • **MF Residential:** 75 ft	• Yes • Yes	
Min. berm crest width	• **Commercial (B3) adj to pkg:** 2 ft • **MF Residential:** 2 ft	• **Commercial:** 0 ft • **MF Residential:** 2 ft A 3 foot tall brick wall is proposed in lieu of the berm	• No • Yes • No	**1. Please provide the required berms in the commercial section.** **2. Lack of the required berm is a deficiency that would require a landscape deviation.** **3.** *It would be supported by staff because the proposed wall will provide the required screening.*
Min. berm height (9)	• **Commercial (B3) adj to pkg:** 2 ft	• **Commercial:** 0 ft • **MF Residential:**	• Yes • TBD	**1. See above** **2. Please add contour**

Item	Required	Proposed	Meets Code	Comments
	• **MF Residential:** 2 ft	unclear		**labels to the residential section's berms so their heights can be determined.**
3' wall	(4)(7)	3 foot wall is proposed along the 10 Mile Road frontage in place of the required berm		*The deviation for the lack of berm is supported by staff because the wall will provide the required screening.*
Canopy deciduous or large evergreen trees Notes (10)(12)	**Commercial: (B3) adj to pkg:** • 1 tree per 70 lf • (1020-30-30-30)/70 = 13 trees **MF Residential (not adj to pkg):** • 1 tree per 35 lf • (570-56)/35 = 15 trees	• Commercial: 18 trees • MF Residential: 15 trees	• Yes • Yes	
Sub-canopy deciduous trees Notes (10)(12)	**Commercial: (B3) adj to pkg:** • 1 tree per 40 lf • (1020-30-30-30)/40 = 23 trees **MF Residential (not adj to pkg):** • 1 tree per 35 lf • (570-56)/25 = 21 trees	• Commercial: 27 trees • MF Residential trees: 21	• Yes • Yes	
Shrubs Notes (10)(12)	**Commercial: (B3) adj to pkg:** • 3 shrubs per 40 lf • 3*(1020-30-30-30)/40 = 70 shrubs	93 shrubs per plan calculation	TBD	1. As the plan does not include plant counts or IDs, confirmation of the number of shrubs provided will need to be done when those are provided. **2. It is assumed that the 93 shrubs will be provided on those plans so no deviation will be required.**
Canopy deciduous trees in area between sidewalk and curb	**Commercial: (B3) adj to pkg:** • 1 tree per 40 lf • (1020-30-30-30)/40 = 23 trees **MF Residential:**	No trees are proposed in the right-of-way in front of the MF residential section or Commercial section due to	• No • No	**1. A landscape deviation is required to not provide the trees.** *2. As the existing 12" water main along 10 Mile Road does not*

Item	Required	Proposed	Meets Code	Comments
	• 1 tree per 35 lf • (570-56)/25 = 21 trees	conflicts with existing utilities in the right-of-way.		*allow room for the street trees, the requested deviation is supported by staff.*
Multi-Family Residential (Sec 5.5.3.F.ii)				
Building Landscaping *(Zoning Sec 5.5.3.E.ii.)*	• 3 deciduous canopy trees or large evergreen trees per dwelling unit on the first floor. • 71 units * 3 = 213 trees • 25% can be subcanopy trees.	• Calculations are provided. • It appears that 213 trees are provided	Yes	Please provide tree IDs and counts on the Preliminary Site Plans.
Interior Street Landscaping	• 1 deciduous canopy tree along interior roads for every 35 lf (both sides), excluding driveways, interior roads adjacent to public rights-of-way and parking entry drives. • Trees in boulevard islands do not count toward street tree requirement • (2368-1136)/35=35 trees	• Calculations are provided. • 35 trees plus 4 multi-family unit trees	Yes	
Foundation Landscaping	35% of building façades facing road should be landscaped	A standard unit landscaping detail is provided on Sheet L-2 that shows 40% of the units façade will be landscaped	Yes	*Please add detailed landscaping on the Final Site Plans.*
Woodland Replacements (Section 37-8) – Both Commercial and Residential				
Woodland Replacement Trees	Requirements per Section 37 **Commercial:** 228 replacements are required **MF Residential:** 699 replacements are required	**Commercial:** • 34 trees (30 canopy trees and 4 evergreen trees) • Contribution to tree fund for 194 credits **MF Residential:** • 181 trees – 22 appear to be evergreen trees • Contribution to tree fund for 518 credits	TBD	1. Evergreen replacements only receive 0.67 credits per tree. ***2.* Please revise the calculations to include this. A greater contribution to the tree fund than I shown may be necessary.**

Item	Required	Proposed	Meets Code	Comments
		• Woodland replacement trees are used to meet the detention basin tree requirement – this is allowed by the ordinance • No more than 10% of the credits planted are evergreens		
Parking Area Landscape Requirements (Zoning Sec 5.5.3.C & LDM 5) – Commercial only				
General requirements *(LDM 1.c)*	• Clear sight distance within parking islands • No evergreen trees	It does not appear that any plantings will block visibility across islands in the Commercial section but not all plantings are shown at this time.	TBD	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Not indicated	TBD	
General *(Zoning Sec 5.5.3.C)*				
Parking lot Islands *(a, b. i)*	• A minimum of 200 SF to qualify • 200sf landscape space per tree planted in island. • 6" curbs • Islands minimum width 10' BOC to BOC	**Commercial:** • Island areas are sufficiently sized. • Not all have trees in them **MF Residential:** No islands are proposed	TBD	
Curbs and Parking stall reduction *(c)*	Parking stall can be reduced to 17' with 4" curb adjacent to a sidewalk of minimum 7 ft.	**Commercial:** Spaces are 17 or 19 feet long **MF Residential:** All spaces are 17 feet long with a 7 foot adjacent walk	• Yes • Yes	
Contiguous space limit *(i)*	Maximum of 15 contiguous spaces	The bay north of Building A is 16 spaces.	No	**1. A landscape deviation would be required for this.** *It would not be supported by staff.* **2. Please shorten or break up that bay to reduce it to 15 spaces or less.**

Item	Required	Proposed	Meets Code	Comments
Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district *(Zoning Sec 5.5.3.C.iii)*				
A = Total square footage of vehicular use areas x 7.5%	• A = x SF x 7.5% • A = 50,000 sf * 7.5% = 3750 sf	Calculation provided	Yes	
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 1 %	• B = x SF x 1% • B = (139,449-50,000)sf * 1% = 895 sf	Calculation provided	Yes	
All Categories				
C = A+B Total square footage of landscaped islands	• C = A + B • C = 3750+895 = 4645sf	15,230 sf	Yes	**1. Please remove the island area that is used for parking lot perimeter trees from the interior area provided total.** **2. Add the area of islands where trees will be added.**
D = C/200 Number of canopy trees required	• D = C/200 = x trees • D = 4645/200 = 23 trees	38 trees	Yes	**1. Please add trees to the islands at the northeast corner of Building C and the northwest corner of Building D. They are required as those are endcap islands.** **2. Please add a tree in the interior island with a lamp north of Building C.** **3. Please move the trees at the north edges of the islands in the northern edge islands into those islands' interior. The sanitary line will need to be adjusted to allow for that.**
Parking Lot Perimeter Trees	• 1 Canopy tree per 35 lf • Interior drive trees should be used as perimeter trees along the two bays (1 per bay, based on their length) • Interior drive widths can be deducted from the perimeter	• Along 10 Mile Rd: 18 trees • Remaining perimeter: 35 trees	No	**1.** Greenbelt canopy trees may be double-counted as parking lot perimeter trees if they are within 15 feet of the parking lot. **2. Only 12 of the greenbelt canopy trees may be**

Item	Required	Proposed	Meets Code	Comments
	• Along 10 Mile Rd: 842/70 = 12 trees • Remaining perimeter: (1495-30-34-42)/35 = 40 trees			**counted toward the total requirement of trees provided. The remaining perimeter trees must be completely met with the calculated requirement.** **3.** Since the requirement for interior trees can be met, parking lot perimeter trees can be moved in the perimeter interior islands. **4.** Please spread out the non-greenbelt perimeter trees that are closer than 30 feet apart around the rest of the site so there is consistent coverage. **5.** All trees must be within 15 feet of the perimeter to count as perimeter trees. **Please move those that aren't.** **6. If there are questions about this, the landscape architect is encouraged to call me.**
Building Foundation Landscaping Requirements - for Commercial only (*Sec 5.5.3.D)*				
Interior Site Landscaping SF	• Equal to entire perimeter of the building (less entrances) x 8 • Landscape areas may be no less than 4 feet wide/deep • No less than 75% of a building's perimeter should be landscaped, but ideally all but entries should be landscaped • Landscaping does not count lawn areas	• Calculations are provided on P.5 • The entire loading area wall is deleted from the calculation for every building. • Building A: 2320sf • Building B: 4009sf • Building C: 2210sf • Building D: 1525sf • TOTAL: 10064sf	Yes	**1. Please revise the calculations for each building such that a maximum of 25% of the building perimeter is deducted.** **2. Label the SF of each foundation on Sheet PL-3.** **3. The applicant is encouraged to shorten the loading zones for Buildings A & B so at least 75% of the total building**

Item	Required	Proposed	Meets Code	Comments
	• Building A: (500*.75)*8=3000sf • Building B: (500*.75)*8=3000sf • Building C: (266*.75)*8=1596sf • Building D: (266*.75)*8=1596sf • TOTAL: 9192sf			**perimeter is landscaped.**
Frontage landscaping *(Sec 5.5.3.D.d)*	No less than 60% of a façade facing a public road shall be landscaped with a mix of trees, shrubs, perennials, annuals and/or ornamental grasses	• Building A: 99/170=58.2% • Building B: 71/170=41.8% • Building C: 33/58= 56.9% • Building D: 41/58=70.6%	• No • No • No • Yes	**1. A deviation is required for the deficient buildings.** *2. It would be supported by staf for Buildings A and C, but not B.* **3. Please provide the required frontage landscaping for Building B.**
Parking land banked	NA	None		
Miscellaneous Landscaping Requirements				
Plantings around Fire Hydrant *(d)*	• No plantings with matured height greater than 12' within 10 ft. of fire hydrants, manholes, catch basins or other utility structures. • Trees may also not be planted within 10 feet of an underground sanitary sewer line.	**Commercial:** No landscaping is provided near hydrants **MF Residential:** Correct spacing appears to have been provided	• Yes • Yes	Please add a tree in the island near the northwest corner of Building D as there appears to be room for the tree and the hydrant in that island.
Landscaped area *(g)*	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	No groundcovers or detailed landscaping is shown on the Commercial landscape plan	TBD	1. *Please indicate groundcovers or areas of other landscaping with hatching at a minimum.* 2. *Detailed plans can be provided on the Final Site Plans.*
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Not indicated on either plan except for the detention pond	No	*See above*
Snow deposit *(LDM.2.q.)*	Show snow deposit areas on plan in locations where landscaping won't be damaged	**Commercial:** Not indicated **MF Residential:** A note indicates	• No • Yes	*Please show at least 2 potential snow deposit areas on the Commercial section.*

Item	Required	Proposed	Meets Code	Comments
		that snow will be deposited along the street in the curb lawn		
Transformers/Utility boxes *(LDM 1.e from 1 through 5)*	• A minimum of 2 ft. separation between box and the plants • Ground cover below 4" is allowed up to pad. • No plant materials within 8 ft. from the doors	• City screening detail is included on Sheet RL-4 • A note on RL-1 indicates that all transformer boxes shall be screened per that detail. • No notes or details regarding transformers are on the Commercial Plans. • No transformers are shown on either landscape plan	TBD	1. *Please show transformers and other utility boxes when their locations are determined.* 2. *Add an estimated number of shrubs for each transformer's screening to the plant list per the city utility landscape detail.* 3. *Add the city detail with the other details on the Commercial plans.*
Detention/Retention Basin Planting requirements *(Sec. 5.5.3.E.iv)*	• Clusters of large native shrubs shall cover 70-75% of the basin rim area, 10 feet above the permanent water level. • Canopy trees shall be placed along east, west and south sides of the pond to help shade the pond. Woodland replacement trees may be used to meet this requirement if a conservation easement protecting them is provided. • 10" to 14" tall grass along sides of basin • Refer to wetland for basin mix • Include seed mix details on landscape plan	• Conceptual shrubs are shown that meet the requirement. • Woodland replacement trees are shown meeting the requirement for the canopy trees. This is allowed. • A seed mix is shown on Sheet L-2.	• Yes • Yes • Yes	
Phragmites and Japanese Knotweed Control	Any populations of Phragmites australis or Invasive Knotweed found on the site must be eliminated	A note indicates that no Phragmites or Japanese Knotweed were found on the site	Yes	1. *If any is found during construction, it must be chemically treated to completely eliminate*

Item	Required	Proposed	Meets Code	Comments
				it from the site. 2. *Please add a note stating the above to both the Commercial and Residential landscape plans.*
Plant List (LDM 2.h. and 4) – Include all cost estimates				
Quantities and sizes		No plant list is provided.		*Provide a plant list on the landscape plans for each section (separate plant lists)*
Root type		No	No	*See above*
Botanical and common names	• At least 50% of the species used shall be native to Michigan • Non-woodland replacement tree diversity must follow guidelines of Landscape Design Manual Section 4. • Species on the City's Prohibited Species List (LDM Table 11.b(2)b may not be used	No plant list is provided	TBD	1. *See above* 2. *Please label all plantings on the plan view on the Final Site Plans, at the latest.*
Type and amount of lawn		Not indicated	TBD	*Need for final site plan*
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	Not provided	TBD	*Need for final site plan*
Landscape Notes and Details– Utilize City of Novi Standard Notes – as the areas are likely to be built by different contractors, please include the below information with both the Residential and Commercial sets of plans.				
Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Sheet RL-4	Yes	*Add to commercial set*
Evergreen Tree		Sheet RL-4	Yes	
Shrub		Sheet RL-4	Yes	*Add to commercial set*
Multi-stem tree		Sheet RL-4	Yes	*Add to commercial set if multi-stem trees will be used*
Perennial/ Ground Cover		Sheet RL-4	Yes	*Add to commercial set*
Tree stakes and guys	Wood stakes, fabric guys.	Sheet RL-4	Yes	*Add to commercial set*
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	• Label contour lines • Maximum 33% slope	Cross sections for the area between	No	*Provide details on landscape plans for all*

Item	Required	Proposed	Meets Code	Comments
	• Constructed of loam • 6" top layer of topsoil	the commercial and residential areas are provided		*berms*
Type of Ground Cover		No	No	*Indicate on cross section*
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole, 10 feet from structures, hydrants	No overhead utilities exist on the site or along 10 Mile Road.	NA	
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	• Two 8-foot screening walls are proposed between the westernmost residential buildings and the Commercial sections • Several retaining walls are indicated, but none in the right-of-way	TBD	*Please add TW/BW elevations for retaining walls.*
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer		Detailed wall plans for screening walls and retaining walls taller than 3.5 feet should be submitted for review with building drawings.	TBD	
Notes (LDM 2.i) – Utilize City of Novi Standard Details				
Installation date *(LDM 2.l. & Zoning Sec 5.5.5.B)*	• Provide intended date • Between Mar 15 – Nov 15	• Sheet RL-4 • Between Mar 15-Nov 15 2024 or 2025	Yes/No	*Please add installation dates for the Commercial section.*
Maintenance & Statement of intent *(LDM 2.m & Zoning Sec 5.5.6)*	• Include statement of intent to install and guarantee all materials for 2 years. • Include a minimum one cultivation in June, July and August for the 2-year warranty period.	Notes included on Sheet RL-4	Yes/No	*Please add notes for the Commercial section.*
Plant source *(LDM 2.n & LDM 3.a.(2))*	Shall be northern nursery grown, No.1 grade.	Note included on Sheet RL-4	Yes/No	*Please add note for the Commercial section.*

Item	Required	Proposed	Meets Code	Comments
Establishment period *(Zoning Sec 5.5.6.B)*	**2 yr. Guarantee**	Note included on Sheet RL-4	Yes/No	*Please add note for the Commercial section.*
Approval of substitutions. *(Zoning Sec 5.5.5.E)*	City must approve any substitutions in writing prior to installation.	Note included on Sheet RL-4	Yes/No	*Please add note for the Commercial section.*
General Landscape Requirements (LDM 3)				
General Conditions *(LDM 3.a)*	Plant materials shall not be planted within 4 ft. of property line	No	No	*Please add a callout stating this on the west end of the Commercial landscape plan.*
Irrigation plan *(LDM 2.s.)*	A method of providing water for establishment and long-term survival must be provided	No		1. *Please add the irrigation plan or information as to how plants will be watered sufficiently for establishment and long- term survival on the Final Site Plans.* 2. *If xeriscaping is used, please provide information about plantings included.* 3. *This information is required on the Final Site Plans.* 4. *If an irrigation system will be used, it should meet the requirements stated at the bottom of this chart.*
Other information *(LDM 2.u)*	Required by Planning Commission	NA		
Landscape tree credit *(LDM3.b.(d))*	• Substitutions to landscape standards for preserved canopy trees outside woodlands and wetlands should be approved by LA. • Refer to Landscape tree Credit Chart in LDM	None taken		
Plant Sizes for ROW, Woodland replacement and others (*LDM 3.c)*	Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. Refer to section for more details	No plant lists are provided	TBD	*Include correct sizes on plant list.*
Plant size credit *(LDM3.c.(2))*	NA	No		

Item	Required	Proposed	Meets Code	Comments
Prohibited Plants *(LDM 3.d)*		No		
Recommended trees for planting under overhead utilities *(LDM 3.e)*	Label the distance from the overhead utilities	A note indicates that there are no overhead utilities on the site.	Yes	A site visit confirms that overhead wires along 10 Mile Road are on the north side of the road.
Collected or Transplanted trees *(LDM 3.f)*		None proposed		
Nonliving Durable Material: Mulch *(LDM 4)*	• Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth • Specify natural color, finely shredded hardwood bark mulch. • Include in cost estimate.	Indicated on details on Sheet L-3	Yes	

NOTES:
1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
2. The section of the applicable ordinance or standard is indicated in parenthesis. For the landscape requirements, please see the Zoning Ordinance landscape section 5.5 and the Landscape Design Manual for the appropriate items under the applicable zoning classification.
3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.

Irrigation System Requirements

1. Any booster pump installed to connect the project's irrigation system to an existing irrigation system must be downstream of the RPZ.
2. The RPZ must be installed in accordance with the 2015 Michigan Plumbing Code.
3. The RPZ must be installed in accordance with the manufacture installation instructions for winterization that includes drain ports and blowout ports.
4. The RPZ must be installed a minimum of 12-inches above FINISHED grade.
5. Attached is a handout that addresses winterization installation requirements to assist with this.
6. A plumbing permit is required.
7. The assembly must be tested after installation with results recorded on the City of Novi test report form.

WOODLAND AND WETLAND REVIEW

merjent

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July 16, 2024

Lindsay Bell
Planner – Community Development
City of Novi
45175 Ten Mile Road
Novi, MI 48375

Submitted electronically to lbell@cityofnovi.org

Re: Novi Ten Planned Rezoning Overlay Wetland and Woodland Review (Formal Application; JZ23-09)

Dear Lindsay,

Merjent, Inc. (Merjent) has conducted a site plan review of the planned rezoning overlay (PRO) for the formal PRO application for Novi Ten Town Homes and Retail (site). Two sets of site plans were provided:

- One plan prepared by Siegel/Tuomaala Associates, Architects, and Planners, Inc. (STA) dated June 17, 2024. This site plan is for the northwestern portion of the site where a B-2 Zone is proposed.
- One plan prepared by Seiber Keast Lehner (SKL) dated June 17, 2024 with Landscape Plans prepared by Allen Design dated June 17, 2024. This site plan is for the eastern portion of the site where an RM-1 Zone is proposed.

Merjent reviewed the plans for conformance with the City of Novi's (City) current Woodland Protection Ordinance, Chapter 37, and Wetlands and Watercourse Protection Ordinance, Chapter 12 Article V. The site is located southeast of the intersection of Novi Road and Ten Mile Road in Section 26 of the City. Development is proposed within parcels 50-22-26-101-028 and 50-22-26-101-024. The site contains City-regulated woodlands and City-regulated wetlands (**Figure 1** and **Figure 2**). It should be noted that **Figure 1** and **Figure 2** only contain portions of the site parcels where development is proposed in the provided site plans. For ease of review, the impacts from both site plans have been combined in the reviews below.

In addition to the site plans, Merjent reviewed a Wetland Boundary Review conducted by the Mannik and Smith Group (MSG) in 2023 and subsequent Wetland Delineation Reports prepared by Niswander Environmental, LLC (Niswander) for both the commercial (February 2021) and residential (June 2023) portions of the site.

Woodlands

Woodland Recommendation: Merjent **recommends approval** of the Novi Ten PRO application, pending clarification on tree tags. A list of comments is provided below to meet the requirements of the Woodland Protection Ordinance. The following Woodland Regulations apply to this site:

Woodland Regulation	Required
Woodland Permit (Chapter 37, Section 37-26)	Yes
Tree Replacement (Chapter 37, Section 37-8)	Yes
Tree Protection (Fence; Chapter 37, Section 37-9)	Yes
Woodland Conservation Easement (Chapter 37-30[e])	Yes, if feasible

Woodland Review Comments

1. City-regulated woodlands, as identified on the City of Novi Woodlands interactive map website, are present onsite. **Note that both the woodlands and property limits depicted on the City map are considered approximations** (**Figure 1**)**.** Pursuant to Section 37-2 and Section 37-4 of Chapter 37, Woodlands Protection, woodland areas can be identified by additional features such as soil quality, habitat quality, tree species and diversity, health and vigor of tree stand, understory species and quality, presence of wildlife, and other factors such as the value of the woodland area as a scenic asset, wind block, noise buffer, healthy environment, and the value of historic or specimen trees. A site visit was performed on July 12, 2024 to verify and review the extent of woodlands on-site. Merjent has determined that all of the trees on-site should be considered regulated woodland due to the stand density and connectivity to other larger regulated woodland areas. Select photos from the site visit are included in **Attachment A**.

2. When a proposed site plan is located within a regulated woodland, any tree proposed for removal with a diameter at breast height (DBH) greater than or equal to eight inches will require tree replacement and a Woodland Use Permit per Section 37-8. This also applies to any tree that will be preserved, but where impacts to critical root zones are proposed.

3. Regardless of the presence of regulated woodlands onsite, a Woodland Use Permit is required to perform construction on any site containing the removal of trees larger than 36 inches in diameter at breast height (DBH).

4. The plans have proposed the cumulative removal of 484 trees. A **Woodland Use Permit** is required to perform construction on any site containing regulated woodlands. The permit for this site would require Planning Commission approval because there are more than three trees proposed to be impacted/removed by construction. Comment seven (below) may affect the total number of proposed trees for removal.

5. **Woodland Replacement**. Based on review of the plans, the following woodland replacements are currently listed:

Tree Size (DBH, inches)	**Number of Trees** (commercial site + residential site)	**Ratio Replacement/Removed Tree**	**Total Replacements Required** (commercial site + residential site)
8-11	180 (40+140)	1	180 (40+140)
12-20	225 (45+180)	2	450 (90+360)
21-29	30	3	90

Tree Size (DBH, inches)	Number of Trees (commercial site + residential site)	Ratio Replacement/Removed Tree	Total Replacements Required (commercial site + residential site)
	(9+21)		(27+63)
30+	3 (2+1)	4	12 (8+4)
Multi-stem	46 (12+34)	Sum of Stem DBH/8 (rounded up)*	195 (63+132)
Total	**484** (108+376)	**-**	**927** (228+699)

- Sheet PL-1 lists that 102 regulated trees will be removed but the sum of trees listed under the required replacements section is 108 trees (40+45+9+2+12). A potential error in summing the number of trees removed may have occurred. However, this does not impact the number of replacements required.

6. For tree replacement credits that will be planted on-site, a financial guarantee of $400/tree replacement credit is required to ensure the planting of the on-site woodland replacement credits. The financial guarantee will be released after trees have been planted and approved by the City of Novi. The applicant must request a tree planting inspection. For the Novi Ten PRO, the applicant has proposed planting 215 (34+181) replacement trees on-site. A **Woodland Replacement Financial Guarantee of $86,000** (215 trees x $400/tree) is required as part of the Woodland Use Permit fees to ensure a successful planting of on-site Woodland Replacement Tree Credits.

   The Applicant shall guarantee trees for two growing seasons after installation and the City's acceptance, per the City's Performance Guarantees Ordinance. A **two-year maintenance bond in the amount of 25% ($21,500)** of the value of the trees, but in no case less than $1,000, shall be required to ensure the continued health of the trees following acceptance (Chapter 26.5, Section 26.5-37).

   Note that the Applicant is responsible for requesting an inspection of the installed on-site Woodland Replacement Trees.

   While not necessary for PSP approval, a list of trees proposed for replacement will need to be provided in the final site plan. Approximate locations are provided in the associated landscape plans. Section 37-8 of the City of Novi Woodlands Protection Ordinance and the City of Novi Landscape Design Manual provide guidelines for replacement trees.

7. The Applicant will be required to pay into the **City of Novi Tree Fund $284,800** for the remaining 712 woodland replacements not planted on site (712 woodland replacement credits x $400/credit). This fee is non-refundable.

8. **Critical root zone**. Accurate critical root zones must be depicted on the site plan for all regulated trees within 50 feet of the proposed grading or construction activities. Tree symbols are present on the plan but are relatively small. Additionally, it is unclear whether the tree symbol on the plan represents the trunk, dripline, or critical root zone of the tree. The tree symbol should be clarified in the legend or

elsewhere on the plan. Critical root zones should be identified using a separate symbol on the site plans.

9. Regulated woodland disturbance includes impacts to the critical root zone of regulated trees, including but not limited to encroachment by grading, landscaping, and construction. If impacts to the critical root zone of regulated woodland trees are proposed – woodland replacements are required. Revised woodland replacement calculations or plan revisions may be necessary to address any unclear encroachments into the critical root zone.

10. A **woodland fence guarantee of $6,000** ($5,000 x 120%) is required per Chapter 26.5-37. The financial guarantee shall be paid prior to issuance of the City of Novi Woodland Use Permit.
    a. The cost to stake, install, and remove the tree protection fencing should be added to Sheets PL-1 and RL-3 in order to calculate woodland fence inspection fees.
    b. The location and extent of tree protection fence should be added to the commercial site plan prior to final site plan approval; locations and diagrams of tree protection fencing have been included in the residential site plan. This can be added to Sheet PL-1 for the commercial site plan.

11. **Woodland Replacement Inspection** – The Applicant is responsible for walking the entire site to confirm that all woodland replacement trees/shrubs have been planted on site according to the approved site plan stamping set. If any material is missing, dead or dying, replacements should be made prior to requesting the inspection. The applicant should also provide an as-built landscape plan if the trees planted do not match the species and/or location shown on the approved site plan stamping set. Once this occurs the Applicant should contact the Bond Coordinator to schedule the inspection (Angie Sosnowski at asosnowski@cityofnovi.org; 248-347-0441) and complete the inspection request form. If additional inspections are needed, then additional inspection fees will be required to be paid by the applicant.

12. **Woodland Guarantee Inspection –** Prior to requesting the 2-year woodland guarantee inspection, the Applicant is responsible for walking the entire site to confirm that all plant material has survived and is healthy. If any material is missing, dead or dying, replacements should be made prior to requesting the inspection. Once this occurs the Applicant should contact the Bond Coordinator to schedule the 2-year guarantee inspection (Angie Sosnowski at asosnowski@cityofnovi.org / 248-347-0441) and complete the inspection request form. If additional inspections are needed, then additional inspection fees will be required to be paid by the applicant. Based upon a successful inspection for the 2-year warranty the Landscape/Woodland/Street trees financial guarantee will be returned to the Applicant.

    If the woodland replacements, street trees, or landscaping guarantee period is scheduled to end during the period when inspections are not conducted (November 15th – April 15th) the Applicant is responsible for contacting the Bond Coordinator and Woodland/Landscape Inspector in the late summer/early fall prior to the 2-year expiration to schedule an inspection.

13. The Applicant may be required to provide preservation/conservation easements as directed by the City of Novi Community Development Department for any areas of woodland replacement trees. The applicant shall demonstrate that all proposed woodland replacement trees and existing regulated woodland trees to remain will be guaranteed to be preserved as planted with a conservation easement or landscape easement to be granted to the city. This language shall be submitted to the City Attorney

for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Woodland permit. Any associated easement boundaries shall be indicated on the Plan.

14. Pursuant to Section 37-28, all trees should be identified via a tag affixed loosely with a single nail. All trees on-site were appropriately tagged, there may be an inconsistency between the tag numbers and the provided tree survey. An example photo is provided in **Attachment A** of a tree tagged with tree tag number 507 but is more consistent with the approximate location of Tree 10493. The applicant should clarify the tree tag numbers relative to the numbers provided in the survey.

Wetlands

Wetland Recommendation: Merjent **recommends approval** of the Novi Ten PRO formal application based on the comments provided below.

Upon review of published resources, the Site appears to contain or immediately borders:

☒ City-regulated wetlands, as identified on the City of Novi interactive map website. Note that both wetland and property limits depicted on the City's map are considered approximations (**Figure 2**).

☒ Wetlands that are regulated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

☒ Wetlands as identified on National Wetland Inventory (NWI) and Michigan Resource Inventory System (MIRIS) maps, as identified on the EGLE Wetlands Viewer interactive map website (**Attachment B**). NWI and MIRIS wetlands are identified by the associated governmental bodies' interpretation of topographic data and aerial photographs.

☒ Hydric (wetland) soil as mapped by the U.S. Department of Agriculture, Natural Resources Conservation Service, as identified on the EGLE Wetlands Viewer interactive map website (**Attachment B**).

Permits and Regulatory Status

Due to the comments below, the following wetland-related items will be required for this project:

Item	Required/Not Required
Wetland Permit (specify Non-minor or Minor)	Required, Non-minor
Wetland Mitigation	Not City Required (May be required by EGLE)
Environmental Enhancement Plan	Required
Wetland Buffer Authorization	Required
EGLE Wetland Permit	Likely Required
Wetland Conservation Easement	Not required unless mitigation is constructed within the City

Wetland Review Comments

1. Merjent conducted a site visit on July 12, 2024 to become familiar with the site in conjunction with the previous review(s) conducted by MSG. Select photographs are included in **Attachment A**.

2. Impacts have been proposed to six wetlands on-site, totaling approximately 0.12 acre loss of wetland. The impacts are summarized below.

Wetland ID	Classification	Acres On-site	Wetland Impact Area (acre)	Wetland Impact Volume (cu. ft.)	Buffer Impact Area (acre)	Buffer Impact Volume (cu. ft.)
A	Emergent	0.050	0.050	4,356	0.189	Not provided
B	Emergent	0.029	0.029	3,790	0.111	Not provided
C	Emergent/Scrub-shrub	0.452	--	--	0.065	Not provided
D	Emergent/Scrub-shrub	10.73	--	--	0.082	Not provided
E	Emergent	0.012	0.012	523	0.101	Not provided
XX	Forested	0.01	0.01	354	0.07	Not provided
YY	Emergent/Forested	0.01	0.01	561	0.09	Not provided
ZZ	Emergent	0.01	0.01	1290	0.10	Not provided
Total	-	**11.30**	**0.12**	**10,874**	**0.81**	--

3. In addition to wetlands, the City of Novi regulates wetland and watercourse buffers/setbacks. Article 24 of the Zoning Ordinance, Schedule of Regulations, states: "There shall be maintained in all districts a wetland and watercourse setback, as provided herein, unless and to the extent, it is determined to be in the public interest not to maintain such a setback. The intent of this provision is to require a minimum setback from wetlands and watercourses". The established wetland and watercourse buffer/setback limit is 25 horizontal feet, regardless of grade change.
    a. Appropriate setbacks have been incorporated into the site plans. Prior to final site plan approval, the applicant shall provide fill volumes for the associated buffer impacts similar to the areas provided on Sheet 6A and Sheet 6B. Total setback disturbance sizes are summarized in Comment two above.

4. As stated in MSG's Wetland Boundary Review, when a project permanently impacts 0.25 acre or more of essential wetland, the City of Novi requires mitigation at a ratio of 2:1 for forested wetlands and 1.5:1 for emergent and scrub-shrub wetlands. The total proposed impact to City and EGLE-regulated wetlands is approximately 0.12 acre. Based on the total being less than 0.25 acre, mitigation is not required by the City but an environmental enhancement plan will be required.
    a. The applicant has included additional tree plantings and supplementary native herbaceous plantings around the proposed detention basin. The applicant will need to communicate with whomever will maintain this area upon construction completion that mowing will not be allowed in native planting areas to allow full growth of native plants..

5. EGLE's *MiEnviro Portal Site Explorer* was reviewed for the site *63-West 10 Mile Rd-Novi* and it was found that a Pre-application Meeting was held with EGLE on or around March 31, 2021 and that a permit will be required from EGLE for the project. A City of Novi Wetland Use Permit cannot be granted until a permit is received from EGLE authorizing impacts to water resources.

6. The City of Novi requires the boundary lines of any watercourses or wetlands on the Site to be clearly flagged or staked and such flagging/staking shall remain in place throughout the conduct of permit activity. During Merjent's site visit on July 12, 2024 it was noted that the flagging from the delineation was still present. Select photos are included in **Attachment A**. The site does not need to be re-flagged during the site plan review process, but prior to granting a Wetland Use Permit and construction the wetlands should be verified as being accurately staked or flagged.

7. The cost to perform any wetland protection and restoration shall be listed on the site plan, per Chapter 26.5, Section 26.5-7 (b) of the City of Novi Code of Ordinances. A **Wetland Financial Performance Guarantee** in the amount of 120% of the cost to perform any wetland protection, restoration, and development will be collected prior to the granting of a Wetland Use Permit.

8. The Applicant is encouraged to provide wetland conservation easements for any areas of remaining wetland and 25-foot wetland buffer. The Applicant shall provide wetland conservation easements as directed by the City of Novi Community Development Department for any areas of proposed wetland mitigation areas (if necessary). Additionally, EGLE may request conservation easements around remaining wetlands on-site if a permit is required from EGLE. This requirement would be unrelated to the requirements of the City of Novi Wetland Use Permit. This language shall be submitted to the City Attorney for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Wetland Use Permit.
    a. An existing conservation easement is present south of the site associated with the Ridgeview of Novi construction. Additional wetlands on-site (Wetland D) can be added to the existing conservation easement associated with the Ridgeview of Novi.

Should you have any questions or concerns with this review, please contact me via email at jason.demoss@merjent.com or via phone at (619) 944-3835.

Sincerely,

Merjent, Inc.

Jason DeMoss, PWS
Environmental Consultant

Enclosures:

Figure 1 – City of Novi Woodlands Map
Figure 2 – City of Novi Wetlands Map
Attachment A – Site Photographs
Attachment B – Wetland Resource Documents

CC:
Diana Shanahan, City of Novi, dshanahan@cityofnovi.org
Rick Meader, City of Novi, rmeader@cityofnovi.org
Barbara McBeth, City of Novi, bmcbeth@cityofnovi.org
Robb Roos, Merjent, robb.roos@merjent.com

Figure 1. City of Novi Regulated Woodlands Map
Approximate Site boundary is shown in red.
(Approximate) Regulated Woodland areas are shown in green.

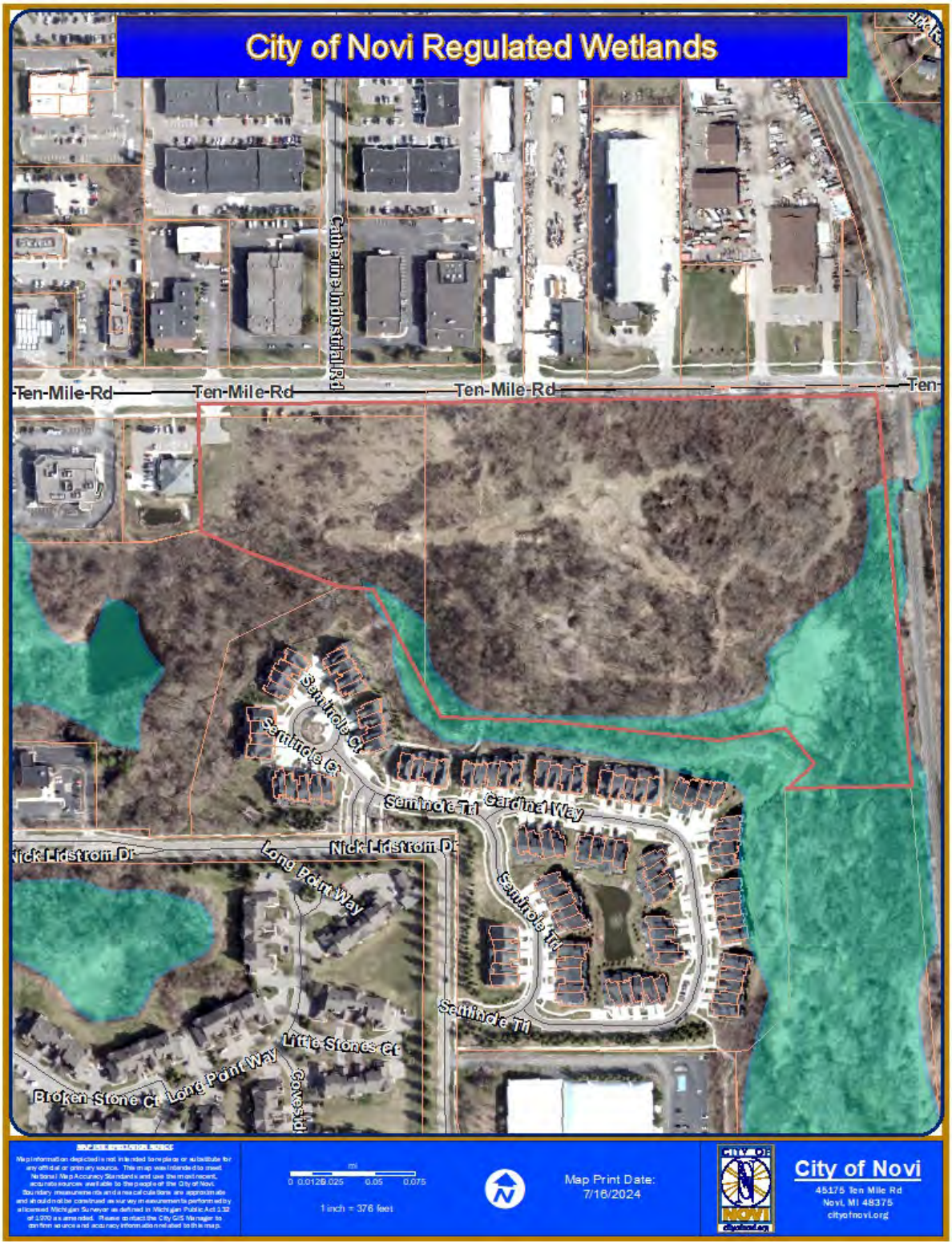


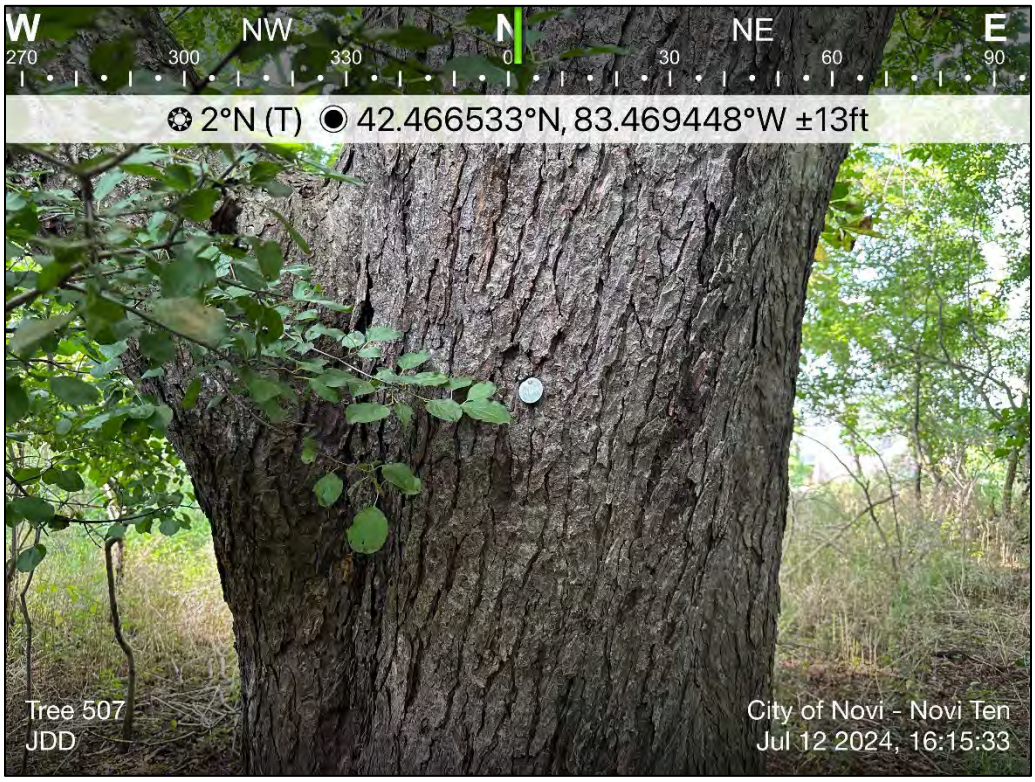
Figure 2. City of Novi Regulated Wetlands Map
Approximate Site boundary is shown in red.
(Approximate) Regulated Wetland areas are shown in turquoise.

Attachment A
Site Photographs

Overview of the upland within the eastern portion site

Overview of a typical forested area within the site

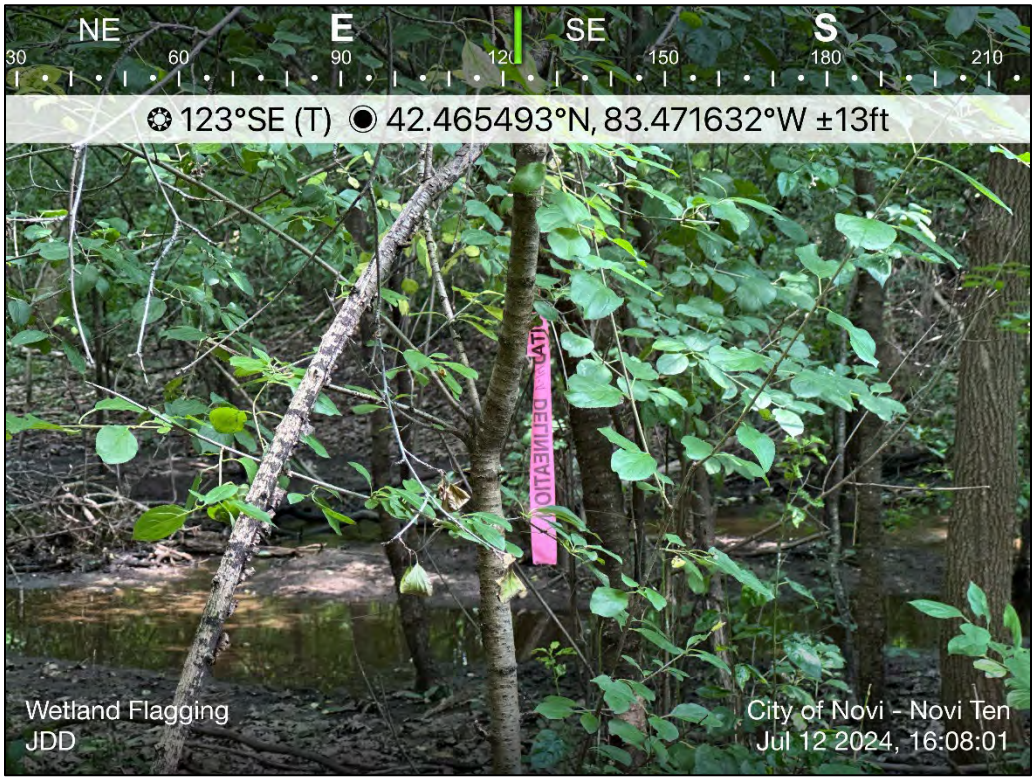
Overview of the northern forested portion of the site



Overview of a typical tree tag on-site; view of Tree tag 507. However, this tree is likely more consistent with Tree 10493 or Tree 1050

Overview of typical tree tag on-site – Tree 2213

Overview of the western portion of the site



Overview of typical flagging on-site

Attachment B
Wetland Resource Documents

Novi Ten PRO Existing Easement

7/16/2024

1:4,523

0 0.03 0.06 0.11 mi

0 0.04 0.09 0.18 km

Esri Community Maps Contributors, City of Novi, MI, Province of Ontario, Oakland County, Michigan, SEMCOG, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, Maxar

Wetlands Map Viewer

July 16, 2024

Part 303 Final Wetlands Inventory

- Wetlands as identified on NWI and MIRIS maps
- Soil areas which include wetland soils
- Wetlands as identified on NWI and MIRIS maps and soil areas which include wetland soils

National Wetlands Inventory 2005

- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond

1:6,385

0 0.04 0.08 0.16 mi

0 0.05 0.1 0.2 km

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Disclaimer: This map is not intended to be used to determine the specific

TRAFFIC REVIEW

AECOM
27777 Franklin Road
Southfield
MI, 48034
USA
aecom.com

Project name:
JZ23-09 – Novi Ten Formal PRO Traffic Review

From:
AECOM

Date:
July 15, 2024

To:
Barbara McBeth, AICP
City of Novi
45175 10 Mile Road
Novi, Michigan 48375

CC:
Lindsay Bell, Heather Zeigler, Humna Anjum, Diana Shanahan, Adam Yako, Dan Commer

Memo

Subject: JZ23-09 – Novi Ten Formal PRO Traffic Review

The formal PRO site plan was reviewed to the level of detail provided and AECOM recommends **denial** for the applicant to move forward until the comments below are addressed to the satisfaction of the City.

GENERAL COMMENTS

1. The applicant, Novi Ten Associates, is proposing a residential and commercial development consisting of 71 housing units, as of this time 35,900 SF total of retail/restaurants, and a park area. An architectural plan for the commercial phase was provided and the comments for that phase are *italicized* below.
2. The development is located on 10 Mile Road, east of Novi Road. 10 Mile Road is under the jurisdiction of the Road Commission for Oakland County.
3. The site is zoned OS-1 and I-1. The applicant is seeking to rezone the commercial area to B-2 and the residential to RM-1 through a PRO Agreement.
4. The following traffic-related deviations are being requested by the applicant:
    a. Perpendicular parking on a major drive.
    b. Major drive curve of radius less than 100'.
5. The following traffic-related deviations will be required if plans are not changed and required to be obtained at the PRO stage:
    a. Opposite driveway spacing. **The applicant noted that they have obtained permission from RCOC allowing the location of the proposed residential driveway with the addition of a passing lane on WB 10 Mile Road. The applicant is not requesting this deviation and should verify with the City that it will not be required.**

TRAFFIC IMPACTS

1. AECOM performed an initial trip generation based on the ITE Trip Generation Manual, 10th Edition, as follows. This does not include the business area, due to lack of information from the applicant.

    ITE Code: 220 – Multifamily Housing (Low-Rise) and Strip Retail Plaza <40K (822), High Turnover (Sit-Down) Restaurant (932)
    Development-specific 71 Dwelling Units and 35,900 SF (26,700 SF assumed retail, 9,200 SF assumed restaurant)
    Zoning Change: OS-1 and I-1 to RM-1 and B-3

Trip Generation Summary	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
AM Peak-Hour Trips	196 (45+63+88)	120 (34+38+48)	100	Yes
PM Peak-Hour Trips	310 (51+176+83)	171 (32+88+51)	100	Yes
Daily (One-Directional) Trips	2,970 (530+1454+986)	N/A	750	Yes

2. The City of Novi generally requires a traffic impact study/statement if the number of trips generated by the proposed development exceeds the City's threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour, or if the project meets other specified criteria.

Trip Impact Study Recommendation	
Type of Study:	**Justification**
RTIS (not reviewed at this stage)	Zoning change for OS-1 and I-1 to RM-1 and B-2. RTIS portions of the provided TIS have been reviewed in a separate letter. Conclusion of the RTIS review: the daily trips (6,560) are **significantly higher for the proposed land uses** under the new zoning vs daily trips (2,566) under the existing zoning. However, the applicant is proposing to reduce the gross floor area to 35,900 SFT from 60,000 SFT as part of the second revised PRO concept plan since the RTIS study was submitted. The applicant could revise the RTIS to show the changes in the net impact.
TIS (not reviewed at this stage)	A TIS review was previously provided under a separate letter. The TIS study indicates a large number of trips from this proposed development on the surrounding road networks and driveways. The study concluded with a list of **significant roadway improvements** including the addition of through lanes and a central left turn lane on 10 Mile Road within the study area in support of the shopping plaza. However, we do not agree with the widening of 10 Mile Road only tied to the site driveways as suggested in the report rather it should be tied to the major intersection movements for the safety and drivers' expectancy. **The commercial part of this project is dependent on these mitigations/improvements being implemented.**

TRAFFIC REVIEW

The following table identifies the aspects of the plan that were reviewed. Items marked O are listed in the City's Code of Ordinances. Items marked with ZO are listed in the City's Zoning Ordinance. Items marked with ADA are listed in the Americans with Disabilities Act. Items marked with MMUTCD are listed in the Michigan Manual on Uniform Traffic Control Devices.

The values in the 'Compliance' column read as 'met' for plan provision meeting the standard it refers to, 'not met' stands for provision not meeting the standard and 'inconclusive' indicates applicant to provide data or information for review and 'NA' stands for not applicable for subject Project. The 'remarks' column covers any comments reviewer has and/or 'requested/required variance' and 'potential variance'. A potential variance indicates a variance that will be required if modifications are not made or further information provided to show compliance with the standards and ordinances. The applicant should put effort into complying with the standards; the variances should be the last resort after all avenues for complying have been exhausted. Indication of a potential variance does not imply support unless explicitly stated.

EXTERNAL SITE ACCESS AND OPERATIONS				
No.	**Item**	**Proposed**	**Compliance**	**Remarks**
1	Driveway Radii | O Figure IX.3	35’	Met	Could reduce to meet standard of 25’ for local street.
2	Driveway Width | O Figure IX.3	22’ and *30’*	**Partially Met**	**Indicate the length of island.**
3	Driveway Taper | O Figure IX.11			
3a	Taper length	75’	Met	
3b	Tangent	50’	Met	
4	Emergency Access | O 11-194.a.19	2 access points	Met	Applicant has indicated commercial property not to be developed at this time. A 30’ wide gravel access road for the residential section will be built at the same time as the residential section. Detail of the gate provided. **Label gate location on site plan.**
5	Driveway sight distance | O Figure VIII-E	500+	Met	
6	Driveway spacing			
6a	Same-side | O 11.216.d.1.d	Not indicated but measured on maps to be over 230’ requirement	Met	The applicant indicated they have preliminary approval from RCOC on the driveway locations.
6b	Opposite side | O 11.216.d.1.e	105’ and 118’, *Directly across from existing driveways*	**Partially Met**	The applicant indicated they have preliminary approval from RCOC on the driveway locations. **The applicant should verify with the City that a deviation will not be required.**
7	External coordination (Road agency)	Applicant indicated permit required	**Partially Met**	Include details of what work is to occur in the RCOC right of way and maintenance of traffic plans for the work. **Proposed striping is only labeled for the center lane, include for all proposed lanes.**
8	External Sidewalk | Master Plan & EDM	8’	Met	
9	Sidewalk Ramps | EDM 7.4 & R-28-K	Indicated as typical	**Partially Met**	**Update R-28-I sidewalk ramp detail to latest R-28-K detail.**
10	Any Other Comments:			

INTERNAL SITE OPERATIONS				
No.	**Item**	**Proposed**	**Compliance**	**Remarks**
11	Loading zone | ZO 5.4	N/A and *170’ x 10’, 170’ x 10’, 58’ x 15’, and 58’ x 22’*	Met	

INTERNAL SITE OPERATIONS				
No.	**Item**	**Proposed**	**Compliance**	**Remarks**
12	Trash receptacle | ZO 5.4.4	Individual trash collection and *provided for each of the 4 buildings*	Met	
13	Emergency Vehicle Access	Turning movements provided	Met	
14	Maneuvering Lane | ZO 5.3.2	N/A and *24'*	Met	
15	End islands | ZO 5.3.12			
15a	Adjacent to a travel way	N/A and *partially dimensioned*	**Partially Met**	***Provide radii dimensions for commercial phase end islands in future submittal. Note end islands adjacent to travel way are to be 3' shorter than adjacent space.***
15b	Internal to parking bays	N/A and *partially dimensioned*	**Partially Met**	***Provide radii dimensions for commercial phase end islands in future submittal. Internal islands in traffic bays are not required to be 3' shorter than adjacent space.***
16	Parking spaces | ZO 5.2.12	10 backing onto street	**Not Met**	Perpendicular parking on major drive, see No.30. See Planning review letter for number of parking spaces required.
17	Adjacent parking spaces | ZO 5.5.3.C.ii.i	<15 spaces without an island	Met	
18	Parking space length | ZO 5.3.2	19' typical and *17' and 19'*	Met	
19	Parking space Width | ZO 5.3.2	9' typical and *9'*	Met	
20	Parking space front curb height | ZO 5.3.2	6" and *not indicated*	**Partially Met**	***Provide for commercial phase in future submittal. Note 4" curb/sidewalk required in front of 17' parking space and 6" everywhere else. Curb detail on sheet 6B only shows 4" height.***
21	Accessible parking – number | ADA	1 and *14*	Met	
22	Accessible parking – size | ADA	8' with 8' aisle and *8' with 8' aisle or 5' aisle*	Met	Applicant could consider providing the aisle on the passenger side of the space.

INTERNAL SITE OPERATIONS				
No.	**Item**	**Proposed**	**Compliance**	**Remarks**
23	Number of Van-accessible space | ADA	1 and *not indicated*	**Partially Met**	One (1) space is required to be van accessible. *Label which spaces are van accessible in future submittal.*
24	Bicycle parking			
24a	Requirement | ZO 5.16.1	16 spaces *and 2 spaces at each retail building*	**Partially Met**	One (1) space for every 5 dwellings, total of 15 spaces required. ***5% of required automobile spaces, minimum two (2) spaces. Buildings A, B and D require more than 2 spaces.***
24b	Location | ZO 5.16.1	2 locations and *indicated*	Met	Applicant could consider providing 4 locations with 4 spaces each instead of 2 locations with 8 spaces each.
24c	Clear path from Street | ZO 5.16.1	6' clear path	Met	
24d	Height of rack | ZO 5.16.5.B	3' and *not indicated*	**Partially Met**	***Include rack detail in commercial phase.***
24e	Other (Covered / Layout) | ZO 5.16.1	Layout provided and *layout not provided*	**Not Met**	**Refer to Text Amendment 18.301 for revised standard layout details.**
25	Sidewalk – min 5' wide | Master Plan	5' and 7' and *5' and 7'*	Met	
26	Sidewalk ramps | EDM 7.4 & R-28-K	Partially indicated and *not indicated*	**Partially Met**	**Update R-28-I sidewalk ramp detail to R-28-K. A proposed ramp is not indicated at the van accessible space. *Label ramps in commercial phase in future submittal.***
27	Sidewalk – distance back of curb | EDM 7.4	6' and *0'*	Met	
28	Cul-De-Sac | O Figure VIII-F	N/A	**-**	-
29	Drive-Thru | ZO 5.3.11.I	N/A	-	
30	Minor/Major Drives | ZO 5.10	Private road qualifies as major drive. 10 perpendicular spaces and 85', 100', and 120' curves	**Not Met**	Major drives are not permitted perpendicular parking. Minimum curve radius allowed for major drives is 100', applicant is proposing 85' curve. **Applicant has indicated they are requesting both deviations.**
31	Any Other Comments:			

SIGNING AND STRIPING				
No.	**Item**	**Proposed**	**Compliance**	**Remarks**
32	Signing: Sizes | MMUTCD	Included and *not included*	**Partially Met**	***Provide for commercial phase in future submittal.***
33	Signing table: quantities and sizes	Included and *not included*	**Partially Met**	***Provide for commercial phase in future submittal.***
34	Signs 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post | MMUTCD	Included and *not included*	**Partially Met**	***Provide for commercial phase in future submittal.***
35	Signs greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post | MMUTCD	Included and *not included*	**Partially Met**	***Provide for commercial phase in future submittal.***
36	Sign bottom height of 7' from final grade | MMUTCD	Included and *not included*	**Partially Met**	***Provide for commercial phase in future submittal.***
37	Signing shall be placed 2' from the face of the curb or edge of the nearest sidewalk to the near edge of the sign | MMUTCD	Included and *not included*	**Partially Met**	***Provide for commercial phase in future submittal.***
38	FHWA Standard Alphabet series used for all sign language | MMUTCD	Included and *not included*	**Partially Met**	***Provide for commercial phase in future submittal.***
39	High-Intensity Prismatic (HIP) sheeting to meet FHWA retro-reflectivity | MMUTCD	Included and *not included*	**Partially Met**	***Provide for commercial phase in future submittal.***
40	Parking space striping notes	Included and *not included*	**Partially Met**	***Provide for commercial phase in future submittal.***
41	The international symbol for accessibility pavement markings | ADA	Included and *not included*	**Partially Met**	***Provide detail for commercial phase in future submittal. Rotate symbol to meet standard.***
42	Crosswalk pavement marking detail	Included and *not proposed*	Met	*Provide detail for commercial phase if proposing in future submittal.*
43	Any Other Comments:	Applicant could provide crosswalk signs at the mid-block crossing.		

Note: Hyperlinks to the standards and Ordinances are for reference purposes only, the applicant and City of Novi to ensure referring to the latest standards and Ordinances in its entirety.

Should the City or applicant have questions regarding this review, they should contact AECOM for further clarification.

Sincerely,

AECOM

Paula K. Johnson, PE
Senior Transportation Engineer

Saumil Shah, PMP
Project Manager

TRAFFIC IMPACT STUDY REVIEW

AECOM
27777 Franklin Road
Southfield
MI, 48034
USA
aecom.com

Project name:
JSP23-09 – Novi Ten TIS Traffic Review

To:
Barbara McBeth, AICP
City of Novi
45175 10 Mile Road
Novi, Michigan 48375

From:
AECOM

Date:
August 2, 2024

CC:
Lindsay Bell, James Hill, Ian Hogg, Heather Zeigler, Diana Shanahan

Memo

Subject: JSP23-09 – Novi Ten TIS Traffic Review

The Traffic Impact Study was reviewed to the level of detail provided and AECOM recommends **approval of the Traffic Impact Study with the mitigations/improvements**.

GENERAL COMMENTS

1. The memo will provide comments on a section-by-section basis following the format of the submitted report.
2. The project is located on the south side of 10 Mile Road between Novi Road and the Railroad tracks.
3. The development consists of 71 townhouse residential units (low rise) and approximately 35,900 SF (reduced from 60,000 SF under the last traffic study) of neighborhood retail/restaurant space and two tennis/pickleball courts.
4. The development is a PRO plan, and the site would need to be rezoned from its existing mix of I-1 and OS-1.

BACKGROUND DATA

1. The site is currently zoned for OS-1 and I-1 for which there is a parallel plan with 54,000 SF of office space and 291,200 SF of light industrial space.
2. The following roadways were included in the study:
    a. 10 Mile Road: East/West, 45 mph, 2 lanes divided
    b. The intersections and site driveways were included in the study.
        - 10 Mile Road & Novi Road
        - 10 Mile Road & Meadowbrook Road
        - Site Driveways (4 shown in concept plan)
        - Other Existing Driveways
3. Applicant collected turning movements that occurred between the hours of 6:00 AM-7:00 PM on March 16th, 2022 at 2 intersections (10 Mile Road and Novi Road and Meadowbrook Road) and 4 driveways.

EXISTING CONDITIONS

1. The overall Level of Service (LOS) at the major road intersections is D or better while following movement experiencing higher delay LOS E or F at:
    a. Eastbound left at 10 Mile and Novi Road (LOS F) during the PM peak hour. (Table 8.2.1)
    b. Southbound Third Driveway/Double Driveway at 10 Mile Road (LOS E) during PM peak hour. (Table 8.5.1)
    c. Northbound and southbound movements at 10 Mile and Meadowbrook Road (LOS E) during AM and PM peak hours. (Table 8.7.1)

BACKGROUND (NO BUILD) CONDITIONS 2024

1. A conservative 0.2% annual growth rate was used to determine the build year five years from 2022, based on the SEMCOG traffic volume forecasts.
2. Overall operations at the intersections are not expected to change significantly compared to existing conditions.

SITE TRIP GENERATION

1. A total of 2970 (reduced from 6560 trips under the last traffic study) daily trips are anticipated based on the ITE trip generation codes.
2. A total of 43% of trips are considered as pass-by trips during the afternoon peak hours and a relevant reference is provided in the Appendix from the ITE manual. And a net increase of approx. 200 trips during the morning peak hour and approx. 285 trips (reduced from 400 trips under the last traffic study) during the evening peak hour are considered for a traffic impact study on the surrounding road network.

SITE TRAFFIC ASSIGNMENT

1. Adjacent street volumes were used to calculate site trip distribution.
    a. The largest portion of the traffic is assumed to be coming from/going to Novi Road followed by 10 Mile Road and Meadowbrook Road.

FUTURE CONDITIONS

1. Operations at the signalized intersections are expected to deteriorate at the following movements:
    a. Eastbound left at 10 Mile and Novi (LOS F in both existing and build conditions). **Westbound through/right is estimated to be LOS E in future conditions deteriorated from LOS D in existing and background conditions** during AM peak hour. However, the LOS E in the future conditions is on the border of LOS D with a net increase in the delay of approx. 1.5 seconds. (Table 8.2.1)
    b. LOS F for 3rd Site Driveway with the **significantly excessive delay of approx. 800 sec NB** and 76 seconds delay SB during PM peak hours (Table 8.5.1). **The existing driveway on the north (Southbound) is estimated to have approx. 34 seconds net increase in the delay due to this development**. However, this existing driveway suggests a low volume (10 cars) during the PM peak hour. (Table 8.5.1)
    c. Movements at Northbound and Southbound approaches at Meadowbrook continue to experience higher delays at LOS E. (Table 8.7.1)
2. Excessive delay at 3rd site driveway will lead ultimately to the driveway not being utilized by the commuters of this proposed development and will end up adding more traffic on other driveways and circulation within the development. This might start a cascade of effects on other driveways also failing especially when all the driveways are on 10 Mile Road.

CONCLUSIONS

1. The study concluded with a list of recommendations that will improve the failing level of service and traffic conditions as per the following:
    - Widen eastbound 10 Mile Road to two through lanes, ending with a right-turn lane at the site's easternmost residential driveway.
    - Widen westbound 10 Mile Road to two through lanes west from the 3rd site driveway to help provide additional capacity for outbound site traffic.
    - Provide a continuous center lane turn lane to serve the 1st, 2nd, and 3rd commercial driveways.

    However, widening at the intersections with tapering it down to the existing cross section should follow the road jurisdiction (RCOC) approval and standards.

2. The study indicates a large number of trips (reduced from the last traffic study) from this proposed development on the surrounding road networks and driveways. The study concluded with a list of significant roadway improvements including the addition of through lanes and a central left turn lane on 10 Mile Road within the study area in support of the neighborhood retail/restaurant. **The commercial part of this project is dependent on these mitigations/improvements being implemented.**

Access: Sight Distance, Right-turn Lane and Left-turn Lane

Accesses will also be reviewed under the site plan review and please refer comments provided in the site plan review. Please provide detailed drawings showing sight distances and right-turn and left-turn lanes as part of the site plan review. The comments here are based on the level of detail provided as part of the Traffic impact study:

- Sight Distance: The traffic study concluded that adequate sight distance for three commercial driveways and a residential driveway. However, the tennis/pickleball court driveway has not been studied and is assumed to have adequate sight distance due to its location. **However, the applicant needs to show the sight distance triangle and details on the plan set for further review and confirmation.**
- Right-tun lane: The traffic study concluded that due to traffic volumes along 10 Mile Road, all driveways qualify for a right-turn deceleration taper according to the RCOC warrant graph. **However, the applicant needs to coordinate with RCOC for geometrical standards and approval for the right-turn taper. And applicant needs to show the right-turn taper details with dimensions and adherence to the applicable standards on the plan set for further review and confirmation.**
- Left-turn lane: The traffic study concluded that projected numbers of left-turns into each of the site driveways during the busier PM peak warrants a center left-turn lane at all three commercial driveways, a left-turn passing lane at the residential driveway. **However, the applicant needs to coordinate with RCOC for geometrical standards and approval for the center left-turn lane and left-turn passing lane. And applicant needs to show the details on the plan set for further review and confirmation.**

Additional comment

Traffic study does not include the assessment of operation when rail-road crossing is closed. However, it is fair to assume that the proximity of the railroad crossing to this development would have a significant impact on the traffic flow and **might block all the driveways on the eastbound due to the queues from the closure of the railroad crossing.**

Should the City or applicant have questions regarding this review, they should contact AECOM for further clarification.

Sincerely,

AECOM

Saumil Shah
Project Manager

Sarah Binkowski, PE, PTOE
Michigan Traffic Engineering Manager

FAÇADE REVIEW

DRN & ASSOCIATES, ARCHITECTS, PC
Phone: (248) 880-6523
E-Mail: dnecci@drnarchitects.com
Web: drnarchitects.com
50850 Applebrooke Dr., Northville, MI 48167

July 16, 2024

City of Novi Planning Department
45175 W. 10 Mile Rd.
Novi, MI 48375-3024

Façade Review Status:
Residential Units – Section 9 Waiver Recommended.
Commercial Buildings – Full Compliance with Façade Ordinance and PRO Enhancement has been provided.

Attn: Ms. Barb McBeth – Director of Community Development

Re: FACADE ORDINANCE REVIEW
Novi-Ten PRO, JZ23-09 Formal PRO Plan (3rd Review)
Façade Region: 1, Zoning District: RA

Dear Ms. McBeth:
The drawings provided by Toll Architecture dated 6/30/2023 for 4 typical residential townhome units have not changed since our prior review. The drawings for the commercial buildings by Siegal Tuomaala Architects dated 6/17/24 have been revised since our prior review.

Residential Unit 1 Howe, Newhaven (Drawings Dated 6/30/23)	Front	Rear	Left	Right	Ordinance Maximum (Minimum)
Brick	34%	**27%**	43%	43%	100% (30% Min)
Horizontal Siding	1%	21%	45%	45%	50% (Note 10)
Asphalt Shingles	**58%**	49%	7%	7%	50% (Note 14)
Wood Trim	7%	3%	5%	5%	15%

Residential Unit 2 Howe, Weatherby (Drawings Dated 6/30/23)	Front	Rear	Left	Right	Ordinance Maximum (Minimum)
Brick	**26%**	**27%**	43%	43%	100% (30% Min)
Horizontal Siding	1%	21%	45%	45%	50% (Note 10)
Vertical Siding	16%	0%	7%	7%	25%
Asphalt Shingles	47%	49%	5%	5%	50% (Note 14)
Wood Trim	10%	3%	5%	5%	15%

Residential Unit 3 Sanders, Newhaven (Drawings Dated 6/30/23)	Front	Rear	Left	Right	Ordinance Maximum (Minimum)
Brick	34%	**27%**	43%	43%	100% (30% Min)
Horizontal Siding	3%	21%	45%	45%	50% (Note 10)
Asphalt Shingles	**56%**	49%	7%	7%	50% (Note 14)
Wood Trim	7%	3%	5%	5%	15%

Residential Unit 4 Sanders, Weatherby (Drawings Dated 6/30/23)	Front	Rear	Left	Right	Ordinance Maximum (Minimum)
Brick	**26%**	**27%**	43%	43%	100% (30% Min)
Horizontal Siding	1%	21%	45%	45%	50% (Note 10)
Vertical Siding	18%	0%	7%	7%	25%
Asphalt Shingles	45%	49%	5%	5%	50% (Note 14)
Wood Trim	10%	3%	5%	5%	15%

Residential Units - Our prior recommendation for a Section 9 Waiver for the deviations highlighted above remains unchanged. As shown above the percentage of Brick is below the minimum amount required by the Ordinance and the percentage of Asphalt Shingles exceeds the maximum amount allowed by the Ordinance on several elevations. In this case the deviations are minor in nature and do not adversely affect the aesthetic quality of the facades. A Section 9 Waiver is therefore recommended for the underage of Brick (3%) and overage of Asphalt Shingles (8%) on the front and rear facades. The precise type of tongue and groove (T&G) and Batten Wood Siding in not clearly indicated on the drawings. It is recommended that a sample board as required by Section 5.15.4.D of the Ordinance and/or a colored rendering be provided to indicate the colors and type of all façade materials.

Commercial Bldg. A & B (Drawings Dated 6/17/24)	North Front	South Rear	East	West	Ordinance Maximum (Minimum)
Brick	45%	83%	72%	72%	100% (30% Min)
C-Brick	0%	12%	12%	12%	25%
EIFS	20%	0%	7%	7%	25%
Cast Stone	18%	0%	7%	7%	50%
Awning	10%	0%	0%	2%	10%
Flat Metal Panel	7%	5%	2%	0%	50%

Commercial Bldg. C & D (Drawings Dated 6/17/24)	North Front	South Rear	East	West	Ordinance Maximum (Minimum)
Brick	45%	71%	73%	73%	100% (30% Min)
C-Brick	0%	24%	12%	12%	25%
EIFS	0%	0%	6%	6%	25%
Cast Stone	45%	0%	7%	7%	50%
Awning	7%	0%	0%	0%	10%
Flat Metal Panel	3%	5%	2%	2%	50%

Commercial Buildings –All facades remain in full compliance with the Façade Ordinance. The drawings indicate "all roof mounted mechanical equipment to be screened". The applicant should specify the material to be used for the roof screens; the screen's material must comply with the Façade Ordinance. A dumpster enclosure detail is not provided. The dumpster enclosure should have Brick to match the primary buildings on 3 sides.

Section 7.13.2 – Planned Rezoning Overlay - The PRO Ordinance requires that the project "accomplishes the integration of the proposed land development project with the characteristics of the project area in such a manner that results in an enhancement of the project area as compared to the existing zoning that would be unlikely to be achieved, or would not be assured, in the absence of the use of a PRO." We believe that the requirements of Section 5.15, the Facde Ordinance, must be exceeded to achieve compliance with this Section. In this case the percentage of Brick and Stone on the commercial units significantly exceed the minimum amount required by the Façade Ordinance. This represents an enhancement that would not otherwise be achieved in the absence of the PRO.

Sincerely,
DRN & Associates, Architects PC

Douglas R. Necci, AIA

FIRE REVIEW

CITY COUNCIL

Mayor
Justin Fischer

Mayor Pro Tem
Laura Marie Casey

Dave Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

City Manager
Victor Cardenas

Director of Public Safety
Chief of Police
Erick W. Zinser

Fire Chief
John B. Martin

Assistant Chief of Police
Scott R. Baetens

Assistant Fire Chief
Todd Seog

Novi Public Safety Administration
45125 Ten Mile Road
Novi, Michigan 48375
248.348.7100
248.347.0590 fax

cityofnovi.org

July 10, 2024

TO: Barbara McBeth - City Planner
Lindsay Bell - Plan Review Center
Heather Zeigler – Plan Review Center
Dan Commer – Plan Review Center
Diana Shanahan – Planning Assistant

RE: Novi Ten PRO Concept

PRZ23-0001

Project Description:
Build 13 multi-tenant structures and 3 commercial buildings.

Comments:

- **All** fire hydrants **MUST** be installed and operational prior to any combustible material is brought on site. **IFC 2015 3312.1**
- For new buildings and existing buildings, you **MUST** comply with the International Fire Code Section 510 for Emergency Radio Coverage. This shall be completed by the time the final inspection of the fire alarm and fire suppression permits.
- Fire lanes will be designated by the Fire Chief or his designee when it is deemed necessary and shall comply with the Fire Prevention Ordinances adopted by the City of Novi. The location of all "fire lane – no parking" signs are to be shown on the site plans. ***(Fire Prevention Ord.)***
- The minimum width of a posted fire lane is 20 feet. The minimum height of a posted fire lane is 14 feet. ***(D.C.S Sec. 158-99(a).)***
- All new multi-residential buildings shall be numbered. Each number shall be a minimum 10 inches high, 1 inch wide and be posted at least 15 feet above the ground on the building where readily visible from the street. ***(Fire Prevention Ord.).***
- **Corrected 7/10/24 KSP -** The distribution system in all developments requiring more than eight hundred (800) feet of water main shall have a minimum of two (2) connections to a source of supply and shall be a looped system**.**
- ***(D.C.S. Sec. 11-68(a))***
- The ability to serve at least two thousand (2,000) gallons per minute in single-family detached residential; three thousand (3,000) gallons per school areas; and at least four thousand (4,000) gallons per minute in office, industrial and shopping centers is essential. ***(D.C.S. Sec.11-68(a))***
- Water mains sizes shall be put on the plans for review.

- Water mains greater than 25', shall be at least 8" in diameter. Shall be put on plans for review. ***(D.S.C. Sec.11-68(C)(1)(c)***
- Fire hydrant spacing shall be measured as "hose laying distance" from fire apparatus. Hose laying distance is the distance the fire apparatus travels along improved access routes between hydrants or from a hydrant to a structure.
- **Hydrants shall be spaced approximately three hundred (300) feet apart online in commercial, industrial, and multiple-residential areas.** In cases where the buildings within developments are fully fire suppressed, hydrants shall be no more than five hundred (500) feet apart. The spacing of hydrants around commercial and/or industrial developments shall be considered as individual cases where special circumstances exist upon consultation with the fire chief. ***(D.C.S. Sec. 11-68 (f)(1)c)***
- Fire department connections shall be located on the street side of buildings, fully visible and recognizable from the street or nearest point of fire department vehicle access or as otherwise approved by the code official. ***(International Fire Code 912.2.1)***
- With respect to hydrants, driveways, buildings and landscaping, fire department connections shall be so located that fire apparatus and hose connected to supply the system will not obstruct access to the buildings for other fire apparatus. The location of fire department connections shall be approved. ***(International Fire Code 912.2)***
- Proximity to hydrant: In any building or structure required to be equipped with a fire department connection, the connection shall be located within one hundred (100) feet of a fire hydrant. ***(Fire Prevention Ord. Sec. 15-17 912.2.3)***
- A hazardous chemical survey is required to be submitted to the Planning & Community Development Department for distribution to the Fire Department at the time any Preliminary Site Plan is submitted for review and approval. Definitions of chemical types can be obtained from the Fire Department at (248) 735-5674.
- **Corrected 7/10/24 KSP -** Water mains and fire hydrants shall be installed prior to construction above the foundation. Note this on all plans.
- Site plan shall provide more than one point of external access to the site. A boulevard entranceway shall not be considered as providing multiple points of access. Multiple access points shall be as remote from one another as is feasible. The requirement for secondary access may be satisfied by access through adjacent property where an easement for such access is provided. **The truck route plan shows the vehicle being able to drive from residential area to business area. The site plan shows separation.**
- Secondary access road for residential development cannot have a temporary topping on the road. Road shall be finished with grass pavers, asphalt, or cement.

- The installation of security gates across a fire apparatus access road shall be approved by the fire chief. Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times. Electric gate operators, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200
- Fire apparatus access drives to and from buildings through parking lots shall have a minimum fifty (50) feet outside turning radius and designed to support a minimum of thirty-five (35) tons. ***(D.C.S. Sec 11-239(b)(5))*** **Road from "T" turn around to the north in business area, turning to the east this intersection doesn't meet city standards.**

Recommendation:

Approved with Conditions

Sincerely,

Kevin S. Pierce-Fire Marshal
City of Novi – Fire Dept.

cc: file

CITY COUNCIL MINUTES

APRIL 8, 2024 EXCERPT

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, APRIL 8, 2024 AT 7:00 P.M.

Mayor Fischer called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz, Smith, Staudt, Thomas

ALSO PRESENT: Victor Cardenas, City Manager
Tom Schultz, City Attorney

APPROVAL OF AGENDA:

CM 24-04-41 **Moved by Heintz, seconded by Casey; MOTION CARRIED: 7-0**

To approve the agenda as amended.

Roll call vote on CM 24-04-41 **Yeas: Casey, Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer**
Nays: None

PUBLIC HEARINGS: None

PRESENTATIONS:

Mayor Fischer gave the floor to Member Gurumurthy to introduce the Novi Robotics Team. There were three teams from Novi who qualified for the World competition. She said it was a big deal to have three teams advance to the World Championships in Houston, and they are so excited. The three teams are the Novi Robo Titans, Atomic Toads, and Rapid Robots. Each team would be given three minutes to present what they had been doing. After the presentations, all the team members would take a photo with City Council. Mayor Fischer thanked her for the introduction and welcomed the first team to the podium.

The Novi Titans thanked the Council for the opportunity. The team started in 2016 and would be representing Michigan at the Houston World Championships. They are strong supporters of Girls in STEM and have advocated for more support from the Governor and Congresswoman Debbie Dingle. In addition to their competitions, they have connected with the community, mentored other teams, and have given back through community service. They were super excited to show their robot styles. The team described the various parts and functions of their robot and how each piece was used during game play. A driver controls the movements of the chassis to collect pixels. The robot is designed with an intake that has bristles to collect pixels and a wheel and transfer sheet to bring the pixels into the cassette. A boot wheel makes sure that the pixels are in the correct position inside the cassette which is attached to a lift. The lift allows them to place one or two pixels at a desired height on the backdrop. There is a time during the game when they can score extra points. The robot is equipped with a

for ceasefire in Gaza. She asked when would it stop? When is it enough? Please find a way to pass the resolution to cease fire in Gaza and let's all be on the right side.

Virginia Nega, a resident of Meadowbrook Commons, said thank you for getting them the electronic bingo board. They didn't get the swimming pool, but they got the board. Second, she was concerned about senior transportation. How is it going to really affect them? She had questions about how similar the new service would be compared to the existing service. She also mentioned that there is no cost to use the service today, but according to the Novi papers, they would begin paying $2 each way.

Rebecca Paone said she wanted to support the previous speaker in everything she had to say. She also wanted to support Ron Klein and the North Le Bost community in keeping the gate open.

Sara Mashkoor said she lived on 11 Mile Road. A lot had been stated and said about the genocide taking place in Palestine over the last several weeks. She used her time to make a prayer and implore Allah for his help to ease the pain and suffering of the people in Gaza. She asked for Council to pass a ceasefire resolution.

Tammy Spangler-Timm, an HOA board member in Ridgeview of Novi, wanted to speak to item number 4 in the matters for Council action. She shared that she was a retired educator, and while at university, specialized in environmental sciences. She had concerns about the proposed development for the property near Novi Road and 10 Mile. When she and her husband purchased a home in the Villas, they were misinformed. They were told that the wetlands along the Chapman Creek area down into the ravine would never be developed because they were protected wetlands. They liked being so close to nature right out their back door. They now feel disenchanted to learn about what is going to be developed and the very narrow band of green space that will remain. She said that she would like to see the ordinances protecting woodlands and wetlands be upheld.

The next speaker wanted to echo the last speaker and hoped to preserve the wetlands. She also said that her family was relatively new to Novi. She expressed her disappointment that many of the Council members had not taken a public stance on the situation in Gaza. She wanted reassurance that all Council members represent every Novi resident, not just certain groups. She encouraged Council to stand up and use their voices to make a difference.

Mark Alafita said that like Ms. Spangler-Timm, he lived in the Ridgeview of Novi area. He said that during the February planning commission meeting, they had around 17 written comments and 17 verbal comment made regarding the Toll Brothers proposal to rezone the 10 Mile area. He addressed some of the concerns these letters and speakers brought forth including flooding, concerns for the wetlands and wildlife, privacy issues. He spoke about the ecosystems and the animal communities that would be forced out, as well as those that would stay such as skunks and vermin. He recognized that something would

happen with that land, but he asked for a modified plan that would bring less harm to the wetlands, wildlife, and continued to offer a sustainable environment.

Kazi Afzal commented on the number of trees that had been cut down in the five years that he had lived in Novi. He asked that no more trees be removed. He then spoke about the situation in Gaza and how some people are taking a stand against the violence. He asked Council to find a way to stand up for what is right and call for ceasefire support.

Firdaus Maldar of Westminster Circle said that she and many other Novi residents had been there week after week trying to raise awareness of what is happening in Gaza. She said that she had thought that Council was unaware of the war, but now felt like the had chosen to ignore what was happening. She asked for justice, a ceasefire, and for peace.

Karyn Chopjian of 23991 Seminole Ct., said that as a resident in Ridgeview, she stood behind her neighbors who had spoken about the proposed Toll Brothers development.

The next speaker said that he hadn't planned on speaking, but wanted to say that It looked like City Council didn't care about what the people had been saying about Gaza. He knew that Council listened, but he thought it was selective. He didn't understand why the members couldn't make a statement about the situation in a personal capacity. He said that Council was the first door that residents could knock on, the next level up were not reachable.

Annette Primo-Mac of 42787 Cardinal Way in Ridgeview said she strongly opposed the rezoning by Toll Brothers. She appreciated that modifications had been made since the planning commission meeting but felt that the development was too high density. She opposed the placement of restaurants next to residential areas due to rodents, trash, and air pollution. She thought that the addition of pickleball courts was a carrot dangling to the City to push this development through. She thought that while it is fun to play, no one wanted these courts in their backyard. Her last comment was regarding the addition of lookout areas, which she felt would cause more mess and work for residents to clean up the litter.

Ken Mac, also of 42787 Cardinal Way echoed the concerns of his neighbors in Ridgeview. He asked Council to review the packet materials that stated that the rezoning did not align with the City's future land use plan. He felt that Toll Brothers was waffling on their plans, changing the number of units and not providing certain data points for those concerned parties.

CONSENT AGENDA REMOVALS AND APPROVALS:
Member Heintz asked to remove item E.
Mamber Smith asked to remove item G.

CM 24-04-42 Moved by Casey, seconded by Smith; MOTION CARRIED: 7-0

To approve the Consent Agenda as amended.

Committee to formulate a Request for Proposals to secure the services of a professional project management company to evaluate the viability of those recommendations and propose next steps for further City Council consideration.

Roll call vote on CM 24-04-45 **Yeas: Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz, Smith**
Nays: None

Mayor Fischer called for a brief break to reconvene at 9:30 pm.

4. **Initial review of Planned Rezoning Overlay (PRO) eligibility of the request of Novi-Ten Associates, for JZ23-09 Novi Ten PRO for a Zoning Map Amendment from Light Industrial (I-1) and Office Service (OS-1) to Low Density Multiple Family (RM-1) and General Business (B-3) with a Planned Rezoning Overlay. The subject site is approximately 34-acres and is located east of Novi Road, south of Ten Mile Road (Section 26). The applicant is proposing to develop a 71-unit multiple-family townhome development on the RM-1 portion, and approximately 35,900 square feet of commercial space on the B-3 portion. Under the PRO Ordinance, this initial review by City Council is an opportunity to review and comment on the eligibility of the proposal and offer feedback.**

City Manager Cardenas said the proposed housing for this proposal were 71 attached single-family owner-occupied units accompanying four buildings of commercial, close to 36,000 square feet. The developer at that point had included pickleball courts, public trails, and wetland overlooks as their public benefit, much like similar proposed developments. That was the initial input for council to weigh in. Staff from planning and engineering divisions were there to answer any questions. He believed the developer was also there to address City Council. The developer approached the podium to make a presentation.

Lonnie Zimmerman of Siegal/Tuomaala Associates Architects said that he was there with representatives from Toll Brothers, Scott Hanson, Jason Iko and from SKL engineers Jason Rickers. Dan Weiss, the owner of Novi 10 was called out of town on emergency, so Mr. Zimmerman would be representing him. Novi 10 and Toll Brothers had used the master plan goals for the project. As they could see on the screen, the left-hand side was the existing zoning with the OS-1 in light blue and the large purple area representing the I-1. It was 34 acres of land. What generated the whole change that they were proposing was that there had been a change to lifestyle, the master plan, and the existing zoning. They felt they didn't match up with what was happening in the City of Novi. Changing lifestyles, COVID, less office space, demand for industry in Novi. CoStar Realty Information Service in 2023 showed a 35% drop in industrial leasing. Conversely, their market study showed a demand for an additional 344,000 square feet of commercial space within the next three years. That established the nature of the zoning change that they were requesting. He said they could see in the right-hand picture that it had the commercial use B-3 in the dark orange and the RM-1 multiple family was the beige color on the right

had side. The overall site plan and more detail of some of the surrounding was shown. The 71 units of new townhouses proposed on a dark green background. The orange, again, were the four buildings of commercial and to the right-hand side and wrapping around the new residential was the lighter green area. That represented all areas to be zoned R-1 and to receive a conservation easement. No development now or ever in that area. The red areas, the trail areas, a lot of that was existing sidewalk, but they intended on adding to the trail network. It was mentioned earlier by one of the residents that they were proposing, if they looked opposite in the lower area, they would see two lookout areas over the wetland areas that were being preserved. They wanted to add those areas to it. He showed an enlargement of the B-3 area. What they had done with the B-3 area was written into the agreement that there would be a limitation on the uses there. They would not permit auto repair uses or car wash, pawn shop, check cashing. The goal was to make it a local commercial area. It would be restaurants, local retail. They would only allow one drive through. If they could see the left-hand side, the furthest from the residential, that would be where a potential drive through restaurant would occur. He then showed a typical elevation of one of the retail buildings, it was primarily brick. It had been reviewed by the façade reviewer and it complied totally with the Novi ordinance. He next showed an enlargement of the residential site plan with yellow or ochre color buildings, the 71 buildings and the trail that they were proposing along the south wrapping around to a little park on the left-hand side. Towards the right-hand side as it went up, they would be donating land to either be a pocket park of pickleball courts. They had already been told that the Parks department prefers probably a pocket park rather than pickleball courts, but it would be donated by the developer and they were open to whatever the city preferred at that point. He also wanted to mention, because it had been brought up earlier and was brought up by the planning staff, the fact that there was industrial across the street, across 10 Mile Road. From the closest building of the townhouses to the industrial building was over 300 feet. Between the residential and 10 Mile Road were six- to ten-foot-high berms, heavily landscaped. He didn't want to say that it isolated, but it separated from not only the industrial but more from the hustle bustle of 10 Mile Road as much as possible. They could also see wrapping around the townhouses heavy landscaping separating it from the proposed new commercial. He showed some rendering views of the new proposed townhouses by Toll Brothers. The next slide dealt with some of the traffic that had been discussed. They knew that there was a lot of traffic on 10 Mile Road, and they had been working with aecom, the traffic consultant for Novi, and would be working with the Oakland County Road Commission. As of then, what they were proposing at the developer's expense was adding a center left turn lane and adding an eastbound and westbound additional lane, which were all indicated with arrows on the drawing. That would help the traffic situation along that stretch of 10 Mile Road. He then spoke briefly about the green area. He had mentioned that they had a conservation easement that they were proposing. On the screen, they could see in the center of the image along the railroad tracks and then wrapping around, that was their property. There was additional property also owned by the same owner to the left that had wetlands. Then it also connected on the lower right to Orchard Hills West Park. They had a continuous green belt that connected all the way across the entire area. He then spoke about removing trees. He understood that any development would have to have trees removed. The next slide showed a picture of the existing zoning

and the potential development within that zoning. What they could see was the large industrial building on the right-hand side could potentially, by zoning ordinance, could be 40 feet high. The office on the left-hand side could be 30 feet high. In theory, if it were developed per existing zoning ordinance, have a mass of building that was along 10 Mile Road and just north of the existing Ridgeview Villa Condos. He said he would ask the existing Ridgeview residents, who were rightly concerned about the surrounding property, to think about if the existing zoning persisted, what the potential for development was there. Likewise, he wanted to talk about trees. They knew that there would be trees removed there, there were no two ways about. What they were adding though, with their development, they were adding over 600 new trees and on top of that, they were adding over 500 trees to the tree fund. They were doing their best to emphasize replacing as many trees as possible. Moving back to the proposed development, the yellow arrows showed the existing sidewalk system and the new proposed trail. The new trail connected on the upper right to either a pocket park or pickleball courts donated by Novi 10 and wrapped around to the North of the existing wetland that would be retained and attached to a proposed pocket park on the left side of the U there. A lot of what they could see was existing sidewalk system, but they wanted to augment that with the proposed lookouts. He showed arrows on the right-hand side with the lookouts to add to the existing system so people could enjoy the wetland. Again, to emphasize again, that wetland would be a conservation easement so it would never be developed as anything other than wetland. Another thing that had been mentioned at the planning commission meeting was drainage issues. He thought with the development, they could deal with any drainage issues that would impact them better than if it were just left undeveloped. There would be planned catch basins. In the new development they had the detention pond going in the upper right-hand corner just to the left of the trail. That would help with the drainage situation there. In conclusion, he said they were going to incorporate as much of what the planning commission and, of course, what City Council asked them to do as far as putting into the plan or taking out of the plan as much as they could. The idea was that they wanted to do a development that added to the City of Novi. The owner of Novi 10, Dan Weiss, had a lot of development in Novi. He had been a resident of the city and he recognized it was in his best interest because he knew it would not be the last time he would be in front of City Council. He wanted to do a development that everyone could be proud of, it would satisfy them, satisfy the residents, and serve the community. With that being said, that was all he had to say. He didn't know if Toll Brothers had anything to add, but they were willing to answer any questions. They did not have anything to add, but would standby for questions.

Mayor Fischer reminded everyone that they were not making specific motions that evening. It was an opportunity for them to comment on the proposal, ask questions of the petitioner. After that meeting, it would go through the typical planning process. He asked City Attorney Schultz to highlight the next steps after they provided their comments so everyone was aware. Mr. Schultz said that after their comments, questions, and indications to the developer, it would start the typical process. It would go to the Planning Commission, they would hold a public hearing and get more information. There might be changes to the plan, but it would be the more recognizable development recommended by the planning commission. Ultimately it would be approved by the City

Council in the two-step PRO process, they would decide whether or not they were interested in what the planning commission had reviewed and recommended. Maybe there would be an agreement drafted, but the new part of the process where they got early input is what they were doing that evening. Mayor Fischer then turned it over to City Council for questions.

Member Staudt wanted to start out with their friends at Toll Brothers. He asked if there was a representative there. Scott Hanson approached the podium. Member Staudt said they had received numerous emails saying that Toll Brothers charged a premium for lots and promised landowners that the property would never be developed. They had heard from enough people to where it caused some concern. What was Toll Brothers response to this? Mr. Hanson said that ultimately on the sales floor, they could only speak to the property that they owned. When Ridgeview was sold, they had the ability to say that the property that Ridgeview owned was part of the conservation easement. Part of the wetland could never be developed. They did not have the ability to project future unassociated land. They were not associated with the Novi 10 land at that time. He did not know what had been said on the sales floor at that time when those units were sold. The clear direction, and it was typical to not comment on parcels that were not part of the property they controlled. Member Staudt asked if they sold properties with a premium for views of the woodlands and wetlands behind. Mr. Hanson said yes, that was typical. Any house that backed up to woodlands or wetlands were higher premium units. Member Staudt said that looking at the design there, they had homes backing up to those Ridgeview homes now. He wouldn't call that premium if he had set it up. He said they could talk about all the berms, take it work what it was worth, it was his opinion at that point. He was not making any value judgements to anything, but they had some residents who felt that they had been misled. He was asking questions that they had posed to Council, and they wanted to know. He wanted to ask why they didn't build this whole development at one time? Here they were coming back 01 years later and now they wanted to finish this off. It would have been so much easier if they had done the whole thing at one time and integrated the whole thing together because then nobody could complain about them building back up because it would already be there. Mr. Hanson said that he totally agreed. He wasn't involved at the time, but he didn't think it had been an opportunity to do the whole project at once. He said obviously they worked with Dan on the first one, it just wasn't in his plan to sell this parcel at that time. Member Staudt said he was incredibly disappointed Dan wasn't there because as the property owner, he had been in front of Council in the past and he had been in front of Council for that piece of property at least twice in the past. One of the reasons they declined it while he was on was that they wanted to build a Kroger there, which would have not been very favorable to the first development, but it wasn't there yet, so it wouldn't have mattered. It would have been built after the Kroger was built. But Council turned it down and they turned it down primarily because of the designated B-3 commercial that he was asking for at that time. It was extremely similar to what was being asked for right there. They had 3-B buildings that were being asked for with no idea of what would go into any of them. When he declined it the first time, he thought the Kroger was great. He thought that was too big an ask. In that situation, he wasn't sure that its not too big of an ask for the second time. He said that it was not a four-lane road where 10 Mile Road was.

It was a road that had very limited ability to get in and out. If one went to the Speedway gas station there, it was very difficult to turn to go back towards the East. He wanted to give them a few things that he personally didn't love. One was the pickleball courts. Wrong place, not this part of the community. Secondly, pathways through one development into another, even though they developed both of them, those folks didn't want pathways. They had already gotten that message for years in the community. They didn't want pathways built from new developments into existing developments. It might be a really nice conceptual thing, but it wasn't something that folks there had really liked. He was really supportive of the amount of space they were talking about making permanent conservation easement. But to him, the only way he would ever support it personally would be those homes that were on the South side of the property that were backing up to a sidewalk that they were proposing which was right next to a stream. It was too much density in that area. He said they should have bought it and built it then because they wouldn't be dealing with people that had already built there. He said they deal with a lot fo developments built next to existing developments, but seldom do they get to have developments build next to developments by the same builder knowing that they sold these properties and now they are putting new homes right next to them. Those were his big factors. He said all of that was fixable. Less units was fixable. Getting rid of the sidewalk was fixable. Pocket parks, he liked the idea. Trailways along the railroad tracks, that was fine as long as they were not going into the backyards of current residents. As he stood then, he would be hard pressed, but he didn't know what they were going to do about the 3-B businesses. No chance that he would support a drive through there. Not ever going to happen. They faced residents all the time who had restaurants behind their houses and it was not a good thing. It wasn't an acceptable use. If they agreed to those three, he didn't want spec buildings. He wanted to know that would go there. The multi-use stuff that was being thrown out there was the way architects and planners wanted to do things. It wasn't something he liked. He said they had his opinion and the great thing about it was they had the opportunity to go back, rethink it out, listening to them and the residents and come back with an alternative. He said they couldn't tell them to change things. They couldn't tell them to come back, not come back. It was completely up to them. They could just tell them what they thought was acceptable in the long haul. Those were his comments.

Mayor Pro Tem Casey said she would give the gentlemen a breather for a minute if they wanted. She said that when they had developments that came in front of them, she wanted to take the opportunity as often as she could to make general comments. They were not specific to them at all which is why she gave them a chance to take a seat. She wanted to make a couple comments about how she was looking at developments that were starting to come into the City. The first she was looking for developments that were for owners, not for rentals. She was keeping an eye on the percentage of rental units that they were starting to see some into the city. She wanted to put that out there while she had the microphone for a minute, not on their development at all, just to make that point. Secondly, for any developers who were watching at 10 o'clock at night. She was definitely looking for more opportunities to get first floor living in unit coming into the city. They had heard from the Older Adult Needs Committee multiple times that they have people in the city who want to downsize. They don't want to leave Novi; they were

not ready to live in senior living facilities yet. They don't have a lot of places that have first floor living. With all that being said, stealing the floor for just that moment to make those comments. She would come back to the gentlemen now and talk specifically about what they were seeing. The previous speaker said a lot of what she was going to comment on, but she would still comment on much of it. Some of the big issues there were the traffic on 10 Mile. What she would want to see, as part of the development plan, she would like to see construction timing for the changes on 10 Mile correspond to the construction timing of the buildings going on. What she would not be happy with was if they had the development finish and then the road work on 10 Mile was three to five years down the road. That didn't help them if they were adding 71 units and about 134 residents according to the proposal. Not quite a full two residents per unit math there. She would want to see the timing of improvements on 10 mile. She drove down 10 mile that day at five o'clock. It was painful. She did that purposely because she wanted to see what the road traffic was at that time. It was painful. She would be very interested in seeing the timing of that road construction. She knew that they were partnering with RCOC and that was a lot of work, but it was on her mind as something that was critical. She was also concerned, she loved the idea of an extended center lane, but then she was worried about getting bottlenecked towards the railroad. She just wanted to put those thoughts on the record. As the previous speaker said, she was not telling them what to do, just sharing her thoughts with them. She had significant concerns, she wasn't an ecologist or anybody who knew a whole lot about floodplains, but they had experts on staff. She knew there would be permits required, but she had real concerns about a development going in on wetland that would then have a lot of impermeable surface and butting that up against wetlands. She was concerned about the amount of water and how that runoff was going to work. She wanted them to understand that she would be asking a lot of questions when it came back to Council about how that would be managed and what level of confidence they had in making sure they were protecting the residents in Ridgeview. Whatever that looked like, they were the experts. She trusted staff to help make those determinations, but she wanted them to know that she had her eye on a couple other things as well. She mentioned the feedback from residents about the woods behind, but she wouldn't address that because the previous speaker had. She would say that if they had seen some of the other developments that had come in front of them, the points that she always kept an eye on were the amount of screening between new residences going in and abutting existing residences. She had looked for things and put requirements into previous developments several years ago that required 18-foot-tall trees. Her point was to make sure that they were putting as much screening between residents as they possibly could. She was not telling them to put in 18-foot-tall trees, that was an example, but understand that would be a critical focus of hers to make sure that they were buffering with as much space as possible between the new units going in which were two story. She said that they were not going super tall, but between the new units and the existing units, they would have to beat their ordinance requirements for screening and opacity. She looked to City Planner McBeth to keep her honest on if it was 80% opacity in winter and 90% in the summer. They had to meet that already, but she would be looking for density on top of opacity. She said she had concerns about the screening going in on 10 Mile. She understood that they had underground utilities they were concerned about. She didn't know how those would

change if the road got extended or widened, but she would be interested to see what they do additionally on 10 Mile to do some screening. She said that she agreed that pickleball was probably not the best choice for there. They had a Council goal for a pocket park, that was more passive. She understood that they had a playground in the west side of the development. She wanted to know what was driving the request for the zooming to be B-3 instead of B-2? Was it the drive through? Mr. Zimmerman said one of the reasons they went to it, although it would probably have to be reconsidered now, was because B-3 permitted a drive through and B-2 did not. If the drive-thru was eliminated, in all likelihood they could go to the B-2, but they wouldn't be able to start with B-2 and then ask for a drive-thru that was not permitted in the ordinance. Member Casey thanked him for the clarification. Mr. Zimmerman asked to make one other clarification on the whole thing with B-3. They had eliminated some potential uses that would have otherwise been permitted in a B-3 to really kind of focus on local commercial. It was sort of incongruous when he said B-3 and local commercial, he understood that. But that was the thought process in the whole thing. Member Casey thanked him for the clarification. She asked if the project were to remain B-3, she agreed with the previous speaker in that she wasn't open or interested in a drive-thru and would have a handful of other exclusions including fueling stations, mini lubes, hotels, nurseries, no drive-thru tattoo parlors. There was a longer list of principal uses in B-3 that she would also expect to see excluded there. Her last question was if the lookouts in the project proceed, whose responsibility would it become to maintain those lookouts? She heard feedback about trash being in that space, and it had been a bit since she had been behind the Novi Athletic Club and into that space. Who would have the responsibility once the development was in, should the lookout still exist, to maintain that area? City Manager Cardenas said that it would be the property owners if it were not part of the pocket park dedicated to the City. SO that would be the property owner's responsibility and the property owners being the HOA or whatever would come in from Toll Brothers.

Member Smith said that he would not repeat any of the previous comments. He agreed with most of them. He thought there were some definite benefits. The maintenance of a conservation easement was a very good thing, especially for that are of the Rouge headwaters that they needed to preserve. There was talk about more efficient construction, about EV charging. Those were good things that he would like to see. He had more of a general comment for developers listening at that time of night, including a provision for solar panels to give the owners options for that or geothermal heat pumps. Anything they could do to increase efficiency. He thought the mention of good windows and good insulation, at this point he thought was assumed. He said he disagreed with not connecting the trails up, especially if the business commercial area gave people something to walk to, he thought people would appreciate that. He said he hadn't been on Council very long, but that was one of the things he had walkways watched. Initially when a new path went in, there was a lot of resistance to it because it was different. It will bring more people in, but then a few years later, he would see a lot of people using it and it seemed to be well accepted. One of the questions that planning commission had for staff was if there was an increase of crime or anything with a trail going through. Their example was ITC trail which cut behind a lot of houses and didn't seem to have any increase. He liked the idea of the greenway going all the way through to Meadowbrook.

He mentioned the wetland to the west of it that went to Novi Road, He asked what would happen to that if it was owned by the same owner? There was no plan on that.

Member Thomas said that Member Smith had mentioned the idea of connecting the paths. She thought that although there could be some resistance, connecting the paths was a good thing. It looked like that would give the ability for them to get down to the overpass. She wasn't sure how they would walk down to the overpass without connected areas. To be able to walk past that green space, she loved all of the green space in it. That bothered her, and what really made her crazy, was the idea of charging lot premiums to people to buy homes on other property that they were going to rip out what they paid the premium for. She didn't see how they could sell lot premiums for lots that they didn't own and had no guarantee that they would stay in whatever condition it was in when the person bought the home. She recognized that currently there was a housing shortage, a housing crisis. Novi was fairly expensive. She said that she knew that they need places where people can move, but they needed to respect the neighbors who are there. She loved the green spaces, she loved the pocket parks. She would be concerned about traffic potentially, maybe the number of units. She would also not be in favor of a drive-thru in that area. She liked the idea of being able to walk to a store or being able to walk to a restaurant, not a fast-food restaurant, but having that walkability without having to get in a car and drive everywhere. Her most important part was the residents who lived in the other property. She thought it was very important that they listen to the concerns of the people who were there. They make sure that they are protecting them and their ability to maintain nice homes that they live in. She did love the fact that it would five them some extra ability to have the pathway and the surety at least on the one side with the easement that it would not be developed. That would be a place where it made sense to have a lot premium because it could not be developed because there was an easement. She would want to make sure that they had that buffer area between the different residents. She would continue to listen to resident feedback on the matter as it moved forward. She hoped that they were spending as much time as they could listening to the feedback of the people who already lived there. It baffled her how they could charge a lot premium and then tear out what they had paid the premium for to build new houses. She agreed with a lot of the stuff Member Casey spoke about, she said she was always on top of it and always did her homework. She loved that she mentioned first floor living because they were hearing so much about that from the seniors from the senior committee and she wanted to make sure that there was enough buffer space and screening between residents and developments.

Member Heintz wanted to start out with the positives. He wouldn't restate everything that had been said already, but he liked the general comments about energy efficiency, having EV outlets or different things that could be done with the houses. To piggyback on the premiums to have a connection with nature, he asked them to consider if that was something that would be important for those prospective individuals who might want to buy a home in the proposed development areas. If nature was truly a premium to all those individuals whether it be current or future owners. He thought it might take further assessment to look at the proposed plan to see if moving things around or reducing the number of houses could be a wonderful concept. Simply listening to the residents that

had spoken about how awesome it was to have that connection to nature and to have that balance of how many houses and how much nature they could have squeezed into one spot. He was not an expert in development at all and would be interested to learn more about the negative impact development had on drainage. He understood there were ways they could construct retention ponds, but in his mind, nature did a great job at doing what it did and if they removed too much of it, then add impermeable surfaces or other things that have the likelihood of causing problems, because that water had to go somewhere. Lastly, to connect everything together, he thought it was important for them all to think of themselves as stewards of the area and being on the upper end of the Rouge River that connected to all the different waterways. They want to make sure that they were not just there to develop the land, but to care for it. Being mindful of how that land would be developed and how it could impact not only those individuals living there, but everyone and all things downstream of that too. One last note. It had been mentioned that there were 600 trees that were going to be replaced, that was in relation to the number of trees that were going to be replacement credits. From what he saw, it said there were 277 planned site replacement plantings. He wasn't sure if the numbers had changed at all. Mr. Zimmerman said that if they added up all the replacement trees, it would come to about 500 trees. They were not all in the same area on the pages, they could be seen at different spots.

Member Gurumurthy said that she dropped her kid to the athletic club and went walking through the tails and discovered the dog park. She had never been there before, She shared it with her friends who never knew about it, too. She could totally relate to what residents had said in terms of nature. She would request that instead of the 71 units, if there was an opportunity to look at lesser density and keep that space between Ridgeview and the newer development as much as possible in terms of woods. She wanted to make that request. She said in terms of traffic, she used 10 Mile almost every day. She saw that there was only one entrance to the complex and a secondary emergency access. Everything was related to traffic there, and it would only increase. If there was an opportunity to consider another entrance to reduce the traffic. She agreed with Member Casey on the timing. She wanted to ask if they had already started some discussions with RCOC, because the timing never aligned and that was a key thing they would want to see. Mr. Hanson said that they had met with the road commissions already, very preliminarily, but ultimately it would be the City engineering department and their process for getting building permits and starting development would boil down to having all those permits in place before they even put a shovel to the ground to clear trees. All of those road improvement would be concurrent with the development of the site whether it was commercial or residential. That was a city requirement. Member Gurumurthy also had flooding as a concern. It was not at all clear to her how flooding would be taken care of. They should see those details very clearly, at least when it came back. She also looked at the sidewalks and was questioning if it aligned with the active mobility plan. Was there some relation or alignment? She would request that they looked at that to see how it all integrated.

Mayor Fischer had a couple comments to add. First question, as far as phasing the commercial versus the residential, what did they anticipate? Mr., Hanson said he could

speak to the residential. They would want to start as soon as possible. As soon as they were through the process, through the engineering and permitting process, they would want to start immediately. They sell and then build, so that process ran a little bit slower typically. That would be their timeframe. It would be one phase of development. Mr. Zimmerman said that, according to Mr. Weiss, it would all be one phase, including both residential and commercial. Mayor Fischer said that he would want to see all of that done concurrently. He wanted to mention a couple of things. He knew it was redundant, but the whole point of this was to get an idea of how each of them were on a couple of those items. He was very concerned about the B-3 use as well. The drive-thru was a non-starter for him as well. He liked some of the other ideas to restrict those uses. He thought that there needed to be a pretty good effort in making sure that any of those uses had a local kind of feel to them. Local shopping experience if you will. He agreed to the pickleball moving to more of a pocket park. He said that he would continue to watch the traffic and RCOC discussions. The thought that would be very telling and important. If they were to go forward, he thought there were some comments about lowering density and removing some of the units to the south of the project. He thought that would be kind of an interesting concept. A lot of what he talked about when fitting in developments near other ones was the similar kind of units as well. He would continue to watch whether it was the façade, the size, the density. If it varied very much from what was already there in Ridgeview, he would not be in support of that. So if the density went higher than Ridgeview or if the units were much higher. A couple of things that he was happy with, impressed with. One was the conservation easement. He said they had been looking at that property for many years wondering what would end up going in there and what would happen to a lot of it. They were looking at conserving about half of the property. He wouldn't talk to the promise of lot premiums because that was an issue between two private enterprises that had nothing to do with the City, so he wouldn't comment on that. He would say that the efforts to create that conservation easement was a good thing in his mind. The more that could be done with that, the better. The last thing he wanted to say about the sidewalks was that he liked the idea of connecting. He didn't know it that was the right connection. He thought that it was one of those things that if they got down the road too far and it was developed, that they might regret that they didn't do something. There were concerns about how it traversed right through another development that they had built. If they had just been one big development, it would have been a heck of a lot smarter. He thought that they had received a lot of feedback from the seven of them on the likes and dislikes and hopefully they could take that and so with it what they would.

Member Staudt said he had one more question because he listened to all the great ideas. One thing that he looked at in the drawings was the concrete pad from one side of the property to the other on the residential or on the commercial It was all concrete along 10 Mile Road. It was parking lots. He said come on. They knew, couldn't they think of something more than contiguous parking lots all the way down? Just giving some input on it as there was a lot of concrete there.

Member Smith said one thing he forgot to mention was that it would be useful to see a rendering of what it would look like from the backyards of the people that lived in

Ridgeview now. It was hard for him to visualize what that would look like. Yardages and tree heights were hard to see, but a picture would be great.

CONSENT AGENDA REMOVALS:
E. Approval of the adoption of a resolution designating the City of Novi as a Bee City USA affiliate and affirming commitments to conserve native pollinators.

Member Heintz said that overall, he thought it was a great idea, but he wanted to see if there was any more specificity for the different resolution pieces that were in there, he thought it was very vague as to what they were doing with that. Was it a plan looking at increasing habitat space for bees or reducing pesticide usage or anything like that? With the Bee City applications, it was a yearly thing and they would look to see if they wanted to do it again, what had they done the previous year to renew it if they were interested in doing that. He asked if there was more specificity that could be given either now or in the coming times as to what resources or what actions would be taken to promote this Bee City status? City Manager Cardenas said that this was an initiative from the Beautification Commission. They were looking to get more involved and this was an endeavor that they had been looking at for a couple of years. In terms of the actual specific activities, they were looking at and evaluating a bunch of activities. Oddly enough, they had a very excited and experienced beekeeper that was on the fire department staff, and he had met with them. He had spoken to the beautification in terms of creating some hives in buildings and on rooftops. It was looking at the habitats they had in their gardens and properties and some other possible hives they could install around the facilities. That was why it was a little more broad right now as they dig into it. These are volunteers that will be looking at getting more involved and proposing some ideas with the staff's assistance in terms of how they can meet the demands of the Bee City program. Member Heintz said that it overall seemed like a great concept. If it passed, he would be looking to get updates to see what happened.

CM 24-04-46 Moved by Heintz, seconded by Smith: MOTION CARRIED: 7-0

Approval of the adoption of a resolution designating the City of Novi as a Bee City USA affiliate and affirming commitments to conserve native pollinators.

Roll call vote on CM 24-04-46

Yeas: Thomas, Fischer, Casey, Gurumurthy, Heintz, Smith, Staudt
Nays: None

G. Approval of the 2024 Suburban Mobility Authority for Regional Transportation (SMART) Municipal Credit Fund Contract and Resolution for the Older Adult Transportation Program in the amount of $62,149.

Member Smith said he was just looking for clarification. He said that they were applying to receive $62,149 from SMART used to support the Older Adult Services Transportation. There was mention of transferring money to People's Express (PEX). The money that they

PLANNING COMMISSION MINUTES

EXCERPT 10/30/2024

PLANNING COMMISSION
MINUTES

CITY OF NOVI
Regular Meeting
October 30, 2024 7:00 PM

Council Chambers | Novi Civic Center
45175 Ten Mile Road, Novi, MI 48375 (248) 347-0475

CALL TO ORDER

The meeting was called to order at 7:00 PM.

ROLL CALL

Present:	Member Becker, Member Dismondy, Member Lynch, Chair Pehrson, Member Roney
Absent Excused:	Member Avdoulos, Member Verma
Staff:	Barbara McBeth, City Planner; Beth Saarela, City Attorney; Lindsay Bell, Senior Planner; Dan Commer, Planner; Humna Anjum, Plan Review Engineer; Rick Meader, Landscape Architect; Saumil Shah, Traffic Consultant; Jason DeMoss, Environmental Consultant

PLEDGE OF ALLEGIANCE

Member Lynch led the meeting attendees in the recitation of the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion made by Member Lynch and seconded by Member Becker to approve the October 30, 2024 Planning Commission Agenda.

VOICE VOTE ON MOTION TO APPROVE THE OCTOBER 30, 2024 PLANNING COMMISSION AGENDA MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER BECKER. *Motion carried 5-0.*

AUDIENCE PARTICIPATION

Chair Pehrson invited members of the audience who wished to address the Planning Commission during the first audience participation to come forward. Seeing no one, Chair Pehrson closed the first public audience participation.

CORRESPONDENCE

There was not any correspondence.

COMMITTEE REPORTS

There were no Committee reports.

CITY PLANNER REPORT

There was no City Planner Report.

CONSENT AGENDA - REMOVALS AND APPROVALS

1. **JSP17-37 ARMENIAN CULTURAL CENTER**

   Approval of the request of Zeimet Wozniak & Associates, on behalf of the Armenian Community Center of Greater Detroit, for the one-year extension of the Final Site Plan and Special Land Use approval. The subject property is located on the north side of Twelve Mile Road, east of

of deviations and why they were there. A multitude of them are those that have been granted to other locations relative to the density.

Relative to density, this project was previously at 1,000 units under RM-2. The team takes pride in studying what has been going on in a community and redesigned a product that is less dense. The genesis of what they are trying to do is make a multi-generational community where one village was multi-family. The point is well taken, the Planning Commission wants to see what is being done across the street. What the team is trying to do here though is create something totally unique for Novi where there is multi-generational low-density apartment living in the Grove community. The project was previously at over 12 units per acre, so they have brought that down. Mr. Shapiro would like the Planning Commission to keep an open mind as the Ivanhoe team proceeds to the goal of having a diverse attainable community for future Novi residents.

Mr. Shapiro believes Ivanhoe has a creative multi-generational unique development. He and his team appreciate the comments and are going to digest what was discussed this evening. They look forward to moving ahead with the project. He invites the Planning Commission to reach out if they have any thoughts in the interim.

This agenda item was discussed, but a motion on the item was not required.

2. **JZ23-09 NOVI-TEN PRO WITH REZONING 18.740**
   Public hearing at the request of Novi-Ten Associates for Planning Commission's recommendation to City Council for a Zoning Map Amendment from Light Industrial and Office Service to Low Density Multiple Family and Community Business with a Planned Rezoning Overlay. The subject site is approximately 34-acres and is located east of Novi Road, south of Ten Mile Road (Section 26). The applicant is proposing to develop a 71-unit multiple-family townhome development on the RM-1 portion, and approximately 35,900 square feet of commercial space on the B-2 portion.

Senior Planner Bell stated the applicant is proposing to rezone about 34 acres utilizing the Planned Rezoning Overlay option. The site is currently vacant and was historically part of the original Erwin Orchard along with the area to the south. The Ridgeview of Novi development is now to the south, along with the Novi Athletic Club and Novi Ice Arena & Dog Park. The railroad tracks border the eastern property line. North of Ten Mile Road are industrial uses, and commercial uses are to the west.

The current zoning of the property is I-1 Light Industrial on the eastern side, and OS-1 Office Service on the western side. The adjacent parcels on the west are also OS-1. The Ridgeview development to the south is zoned RM-1 with a PRO, while the Athletic Club and ice area are I-1, as is the area east of the railroad tracks. North of Ten Mile is zoned I-2 and I-1.

The Future Land Use Map identifies this property as Community Office on the west and Industrial Research Development Technology on the east. To the south and east is planned for Industrial, north of the site is planned for industrial and heavy industrial, and on the western side is community office.

There is a floodplain area associated with Chapman Creek and Walled Lake Branch of the Middle Rouge along the southern property boundary and along the eastern side of the site extending down toward the dog park. The natural features map also indicates extensive wetland area within the floodplain, and regulated woodlands are present in most areas of the site.

The applicant is proposing to utilize the Planned Rezoning Overlay to rezone about 7 acres of the property to B-2 Community Business, and about 27 acres to RM-1 Low Density Multiple Family. The PRO plan shows a total of 71 attached 2-story townhome units on the site. The RM-1 residential portion is accessed by one entrance off Ten Mile Road, with a secondary emergency access drive to the commercial portion of the

project. Parking is provided in garages, on the garage aprons, and a few small bays of surface parking.

During the initial review of this project the commercial area was proposed for B-3 General Business, but the applicant heard the feedback given and has revised the request to B-2 which is more in line with community-scale retail and removed the drive-through restaurant. For the B-2 portion, the current concept plan shows a total of 35,900 square feet in four separate buildings. Access to the commercial site would be from three curb cuts on Ten Mile Road – one is the existing shared driveway with Maly Dental office, and the other two are new. The plan notes retail and restaurant uses within the commercial buildings – but generally other uses permitted in the B-2 district could be tenants in those spaces. However, the applicant does offer to prohibit certain uses as a condition of the PRO Agreement, including Hotel/Motel, Gas Station, Marijuana sales, Check Cashing, and Pawn Shop. Marijuana sales are not permitted in the City of Novi. By changing to the B-2 District, Automobile repair/service/maintenance uses and car washes would not be permitted.

The applicant describes the project as creating a walkable community, with linkages to the existing paved public access path in Ridgeview Villas, which would connect to Nick Lindstrom Drive and to the nature trail behind the Novi Athletic Club and dog park area. They also propose a paved path around the proposed townhouses that would be available to the public, and two new overlook areas behind the Athletic Club.

The trail connection is consistent with the Ridgeview PRO Agreement, which offered as a public benefit the construction of a pathway for public use from Nick Lidstrom Drive to the north property line to provide for this future connection. This is also shown in the Ridgeview Master Deed, and a Pathway Easement was granted to the City for this segment in 2016.

A park area with seating is proposed between the commercial and residential area, and in place of the pickleball/tennis courts that were previously proposed in the northeast corner of the site, there is now a "trailhead" area which is proposed to be donated to the City for public use. Currently there are no amenities proposed for that area and the size of the area to be dedicated is undetermined, which will need to be clarified for the PRO Agreement.

Staff and consultants have identified some issues with the proposed rezoning and PRO Plan. First, the zoning districts indicated do not match the Future Land Use map guidance. Staff has concerns about the proposed residential use compatibility with the adjacent I-2 General Industrial to the north. However, the RM-1 category does correspond to the adjacent Ridgeview development to the south, which was also previously zoned Light Industrial and Office Service. They are also providing a landscaped berm to help screen the homes from the industrial uses to the north. There are also commercial uses in this area to the west that would be contiguous with the B-2 area.

The revised Traffic study notes that the change of uses will result in a modest increase in traffic on the local road network compared to likely development under the current zoning. The revisions to the study considered the commercial area decreasing in size from 60,000 sf to about 36,000 sf. The anticipated daily trips are just under 3,000 for the proposed uses, whereas the potential uses under the existing zoning is approximately 2,500 trips (16% increase). However, the proposed mix of uses is estimated to generate approximately 35% fewer morning peak hour trips compared to potential development under the existing zoning, and about 1% fewer afternoon peak hour trips. The applicant indicates that they intend to complete the following improvements identified in the study to mitigate the traffic impacts on Ten Mile when the commercial portion of the project is developed:

- Widen eastbound side to two through lanes, ending with a right-turn deceleration lane at the site's easternmost residential driveway.
- Widen westbound side to two through lanes west from the 3rd site driveway to help provide

additional capacity for outbound site traffic.
- Extend the center left-turn lane from where it currently ends at Catherine Industrial Road to service all commercial driveways.

The applicant will need to coordinate improvements with the Road Commission for Oakland County as Ten Mile Road is under its jurisdiction.

Driveway spacing and major drive deviations are also likely to be required, but the applicant states the Road Commission for Oakland County has given preliminary approval of the driveway locations.

Engineering notes there is capacity for the water and sewer demands for the proposed use in the public utilities, and stormwater detention is to be provided in a single storm sewer detention system on the east side of the site, with controlled outlet into the floodplain to the east. An image was shown reflecting the areas of stormwater collection that would be directed to the basin. The City engineers review all proposed developments to ensure that the stormwater systems are properly designed to meet all standards to account for 100-year flood conditions.

The proposed landscaping is generally in conformance with the ordinance. The applicant has added screening between the residential and commercial portions of the property, and the deficiencies in foundation landscaping and greenbelt berm in the commercial portion will be corrected in the site plan submittal. Landscaping waivers for street trees and greenbelt canopy trees along Ten Mile Road are supported by staff due to conflicts with existing underground utilities.

Façade review notes that the commercial buildings are in full compliance with the ordinance, and actually exceed the requirement for brick material, which could be considered an enhancement to the area. For the residential buildings, Section 9 façade waivers would be required for an underage of brick on the rear and some front facades, and an overage of asphalt shingles on some front facades. These waivers are supported as they are minor in nature and do not adversely affect the aesthetic quality.

Wetland impacts have been minimized, with only 0.1 acre, less than 1% of the total wetland area present, of impact to a few small pockets of wetlands in the upland area. A large portion of the site, 15.87 acres of wetland, woodlands, and floodplain area, is proposed to be protected in a conservation easement to ensure permanent preservation (the area in green on this slide). This could be considered a benefit to the public.

The PRO request includes conditions that are more limiting than we could otherwise require of a developer, including:
- A 15.87-acre area of woodland and wetland to be protected in a Conservation Easement
- The publicly accessible pathway and trailhead area previously mentioned
- Exceeding the open space requirements
- The residential units will be set back a minimum of 100 feet from the south property line, which is greater than the required 75 feet
- Limitations on building height
- Limitations on residential density
- Greater than required building setbacks for the commercial buildings
- Use restrictions for commercial buildings
- See the draft motion sheet for a full list of proposed conditions and deviations requested

Tonight, the Planning Commission is asked to hold the public hearing, and to make a recommendation to City Council on the PRO Plan. Following the Planning Commission public hearing, the project would then go to City Council for its determination of approval.
The applicant Dan Weiss from Novi-10 Associates, along with Scott Hansen from Toll Brothers, architect

Lonny Zimmerman, as well as other members of their team, are here representing the project tonight. Staff and our traffic and environmental consultants are also available to answer any questions.

Chair Pehrson invited the applicant to address the Planning Commission.

Lonny Zimmerman, architect with Siegal Toumaala Associates, introduced Dan Weiss, the developer and longtime property owner in Novi; Scott Hansen and Jason Iacoangeli with Toll Brothers; and Jason Emerine with SKL Engineers. Ms. Bell did a complete job describing the project. It has been presented to the Planning Commission on prior occasion. The team has made some improvements since the last time they were here. They tried to follow the goals in the Master Plan – walkability, connectivity, supporting local retail, creating open space, and environmental stewardship.

This 34-acre site has been owned by Dan Weiss for over 35 years. There have been past plans to develop it. This has now taken the form of what Mr. Zimmerman believes is a really workable, successful plan. The current zoning is I-1 and OS-1, both of which have low demand right now and replaced it with B-2 zoning for retail and RM-1 zoning for the townhomes. Previously the site could have had up to a 291,000 square foot building. There isn't really an office market these days, but there is a market for retail and townhouses.

The retail center is proposed at 35,900 square feet, with the limited uses Ms. Bell indicated. Architecturally it is a little more unique. It has a 20-foot plaza in front of the buildings, with planters and landscaping that create more of a plaza feel than just a walkway in front of the store fronts.

Regarding walkability, the whole concept is to be able to walk around the residential areas and that connects to the new proposed pocket park on the northeast corner near Ten Mile. The pickleball courts in this area were eliminated given concerns with noise issues. The pocket park would be donated to the City of Novi. There is a connector path to Ridgeview Villas that was built into the PRO agreement for that development. The Novi-Ten team is flexible in terms of the walking trail shown, it would be a very good connecting trail to let people look at the wetlands along the railroad tracks. There is a 100-foot-wide wetland area the connect just to the south of the new trail system and separates Ridgeview Villas from this development. There is a lot of natural area to be seen.

Mr. Zimmerman believes that this connectivity, which is called for in the Master Plan, and the walkability is something that adds to the development. The retail area was changed to B-2 to orient it more towards the local retail rather than the general business of the B-3 which was part of the previous plan. That was a good suggestion that came from the Planning Commission when the project was previously presented.

Environmental stewardship is very important. Almost 16 acres are to be put into the conservation easement so in perpetuity this will be kept in a natural form. Two lookouts proposed down towards the southern end will allow views into this natural area.

Jason Iacoangeli stated he is a certified planner with Toll Brothers. He and Scott Hansen had the opportunity over the summer months to meet on a couple of occasions with the neighbors at Ridgeview to discuss the plan and what could be done to make it better work for the Ridgeview residents. Their major concern was pedestrians coming through the neighborhood through the existing easement. Some discussion was had to change the material type of the pathway from a hard surface to a soft surface, like a crushed limestone that you would find in a nature preserve to be able to better preserve trees that are in that horseshoe around the new residential development. It is much easier to place a pathway of that kind in and around trees as opposed to using something harder like asphalt or concrete.

Another consideration was some of the residents preferred to just eliminate that U-shaped trail and just have the connection to the commercial. If they had to have a pathway, it would just be directly to the commercial center and run sort of straight down, eliminating the area that goes behind the buildings to

what would be a pocket park because the thought was residents that are currently there now don't want to see people walking through the woods behind their homes. That point was well taken and the way it was left was to have the Planning Commission consider the scope and breadth of the walkability around the new development.

Looking at this piece in its entirety, not only the Novi-Ten development being proposed, but with what is already there, this development is the perfect fit. The proposed residential complements the residential that currently exists to the south. They both have consistent zoning, and then it introduces neighborhood level lower impact commercial that can be walkable for all the residents.

Mr. Iacoangeli and Mr. Hansen met with the Ridgeview residents twice and did listen to their concerns. Stepping down on the commercial to the B-2 zoning eliminates the drive-thrus, which was a big concern for the Ridgeview neighbors. They wanted more pedestrian scale commercial that would be more of a destination place for people who might walk.

Mr. Zimmerman added the I-2 zoning, approximately 295 feet across Ten Mile, has been screened from the proposed entry to the Novi-Ten development with very dense evergreens. This was a concern raised in being able to market the units. The traffic concerns were addressed by widening Ten Mile, paid for as part of this project. It is a benefit as well.

Chair Pehrson opened the public hearing and invited members of the audience who wished to speak to approach the podium.

Tammy Spangler-Timm, 42908 Cardinal Way, stated she would like to thank the City leaders for this opportunity to provide feedback tonight. She has multiple concerns about the development adjacent to Ridgeview, but wanted to start with a positive approach by showing a map she created that proposes an alternate route that still achieves the purposes of the walkable pathway. The positives are that this route would keep the trail in the high visibility areas instead of down through the wetlands and woodlands. It would still provide access to the community resources down here, the dog park, and the gym. It would not increase the risk exposure for Ridgeview residents. The connector pathway does exist right now. Ms. Spangler-Timm showed a photograph of how close that pathway comes to about eight Ridgeview homes, it is within one to two feet of some of those homes. Those people could be on their back patios barbecuing and they are going to have a parade of people walking by their decks. Ms. Spangler-Timm is not sure if there's any other situation like that in the City of Novi.

The Ridgeview community is very dense, they are not like Chase Farms or Turtle Creek. They don't have a lot of green space for screening, for buffers, for noise, for visuals. There are areas within Ridgeview that are like a parking lot, there are multiple driveways, the sidewalks are close to the homes. There are pods within here where three and four homes are using the same driveway and to have pedestrians walking through there would be a very hazardous situation. Ms. Spangler-Timm also has concerns about the connector pathway and whether it should it be kept there. People could just wander. There's no guarantee they're not going to come into Ridgeview and walk around through the development. Ridgeview is private property by Michigan law. It's very generous of Mr. Weiss to have donated the property, but technically that is a swamp wetland that could never be developed anyway.

Ms. Spangler-Timm spoke with Cindy Ross at Friends of the Rouge. She was involved in a study of Chapman Creek. Chapman Creek is 2.5 miles long, so it's not just the little stretch by Ridgeview. Whatever happens upstream is going to impact things downstream. Ms. Spanger-Timm has a photo of some flooding that occurred during the storm on August 28th this past summer. That is classified by SEMCOG, and the Michigan Extension Service as a rare and vulnerable wetland, now they're maintaining it's 100 feet wide. Ms. Spangler-Timm stated that to put a trail through there a two-way pedestrian pathway must be 10 to

12 feet wide, and two feet are needed on either side for stability and drainage. So, you're really cutting a wide swath of trees, vegetation, and destroying the wildlife habitat.

If the trail Ms. Spangler-Timm proposed on her map were to go in, it could follow along the beautiful plaza pathway that the applicant is proposing that is now even wider. There are 420 apartments in the River Oaks development, and the current pathway proposed opens it up for them to also enter the Ridgeview community.

John Linxwiler, 23778 Seminole Trail, stated his comments are going to specifically address the proposed public nature trail, which consists of the connector pathway between Ridgeview and the proposed development and the cut through berms to the River Oaks West Apartments.

Ridgeview of Novi is a privately owned community. Through their HOA fees Ridgeview residents pay to have their streets and sidewalks maintained and for snow removal. Ridgeview had their streets repaved two years ago and HOA fees paid for that. The City of Novi does not incur these expenses. Ridgeview residents also through their monthly HOA fees pay for the insurance on their property.

Mr. Linxwiler is concerned that the Planning Commission could consider granting public access points into the privately owned Ridgeview community. If someone uses one of these public access points to come into the Ridgeview property and they are injured and sue, will the City of Novi indemnify Ridgeview residents? If a child comes onto the Ridgeview property through one of these public access points and they drown in one of the two ponds, who's going to be responsible? Ridgeview general liability costs are certain to increase due to nothing they have done. Due to the increased foot and pedestrian traffic and the bicycle traffic that's going to come through our neighborhood, who's going to pay for that increased cost? Ridgeview residents will. Mr. Linxwiler requested the public access points be eliminated by not connecting the pathway through the Novi-Ten development to Ridgeview. It would be an open invitation to access a private community, which increases liability, exposure, and cost to Ridgeview residents, none of which the City of Novi would be assuming.

Mr. Linxwiler supports a fully walkable community, but Ridgeview is privately owned. The City of Novi should never have allowed Toll Brothers to build a privately owned community if the intention now is to create public access points into Ridgeview that it's residents pay for and maintain, it's not fair. He would like to support Ms. Spangler-Timm's proposal to build a pathway west to Novi Road and connect it with a better sidewalk down Novi to and down to the Novi Sports Club. There is a sidewalk that exists already between Ridgeview and the Novi Sports Club that would be an automatic tie in with this, and that would satisfy the walkable community needs, and it would satisfy Ridgeview needs as well.

Elena Wayne, 42776 Cardinal Way, stated she wants to address a few concerns and one of them is safety. She moved back to Novi in February and was so happy to move into Ridgeview, it is a beautiful Toll Brothers community. However, Ms. Wayne is sure Mr. Zimmerman would agree that he wouldn't want people walking through his backyard or people approaching his front door. In the past month and a half, Ms. Wayne has had Novi police in her neighborhood twice, once using a drone, looking for somebody in the woods. Safety is a big concern. Ms. Wayne is sure anyone would agree that having people wandering in their neighborhood is quite concerning. Mental health issues are quite concerning, and she has had an influx of people with mental health issues in her neighborhood.

Another concern Ms. Wayne has is regarding the new development proposed at Twelve Mile and Meadowbrook, with two-story and three-story homes. Novi is not addressing the need for one-story home development, and yet more two-story homes are being proposed with retail. Going along Novi Road for a mile or two there is retail, a lot of restaurants, so why the need for more retail? There are empty retail spaces all over in a five-mile radius of Ms. Wayne. She does not think more retail is needed.

Ms. Wayne continued she is not opposed to having something built, but what concerns her is extra traffic coming in for retail. That means people coming into the adjacent development, walking after dinner, walking the nature trail, walking in her backyard and that's concerning. She asked if City Council will be hiring extra police officers to patrol. Her concerns are her safety, her family's safety, and her community's safety. She asks the Planning Commission to consider all these points and to think about her community, and the wildlife. There is a lot of talk about preserving wetlands and Ms. Wayne is concerned that Novi is turning into another concrete jungle and that is not what she wants for Novi.

Greg Wayne, 42776 Cardinal Way, stated as a longtime resident of Novi and a recent resident of Ridgeview Villas, he has been keenly interested in the proposal to develop the Novi-Ten property. He firmly believes it should be rejected in its entirety. The property was part of a larger parcel that was purchased a long time ago by the Weiss family and over the years, they've divided it up and turned a profit from it. Mr. Wayne thinks the parcel should remain undeveloped in perpetuity. It's a haven for wildlife that contributes to the remaining natural beauty of Novi, and, most importantly, it serves as a floodplain for the surrounding area. He finds it somewhat absurd to think that we can modify this based on 100-year government flood maps. We have all seen what's been going on in the environment around the world and the increasing number of extreme weather effects we've witnessed.

In addition to the natural features and barrier provides, building on this parcel adds to an already untenable traffic situation on Ten Mile Road. There has been talk about trying to widen it, but it can only be widened in certain areas and certainly not across the railroad tracks. Anyone who has driven down Ten Mile Road knows what that's like at rush hour.

Mr. Wayne can't comprehend why anyone would want to live directly off this major thoroughfare and right next to the train tracks with the railroad crossing which the trains signal every time they go through. The noise and vibration from the trains, let alone from the paint manufacturing plant to the east of this proposed subdivision, make this site undesirable. Surely there must be more appropriate areas available within city boundaries to build on.

Mr. Wayne appreciates the conservation easement being proposed. However, that portion of land is really unbuildable as it exists today. He does not see any reason to not consider a conservation easement for the entire property. Other municipalities have used their budget to purchase land. Mr. Wayne proposes this would be a potential win-win situation, where the City or County retains control of the property while providing financial benefit to the Weiss family who have indeed supported Novi all these years. He is not speaking as a member of the Ridgeview HOA, but perhaps there is an opportunity for the HOA to raise funds to help offset this cost to the city.

Mr. Wayne acknowledged the dedication of City leaders. Their work directly contributes to the quality of life for Novi residents, and this is where Mr. Wayne has chosen to live for the past 30 years.

Mr. Wayne urges the Planning Commission to uphold and fulfill previous mandates to preserve and protect valuable woodlands and wetlands within the boundaries of Novi. He knows recently Novi was classified as a Tree City USA. It seems absurd to him that on one hand we are a Tree City USA, and on the other hand, going to destroy these natural wetlands and woodlands. We need to continue to have the foresight and vision to prevent the overdevelopment of properties and help avoid the destruction of these unique and valuable land features that have been disappearing, one small tract at a time.

Joy Carter, 23951 Seminole Court, stated she will stress what has already been talked about, which is the walkability. She believes it is an obvious mistake to continue to build the connecting pathway. This needs to be revisited. She would like the Planning Commissioners to imagine their children in their own yard and then have other people coming into their yard that they did not expect. That is what the homes across the street from Ms. Carter will experience. It is not safe, it doesn't feel good at all, and no one would

expect to have anyone walking into their home or on their property at any time of the night. You would greet them with something different than a smile or a question.

Ms. Carter would like the Planning Commission to reconsider the plan that's being proposed. Let's not try to achieve walkability for the City of Novi at the expense of the Ridgeview Community.

Ellen Linxwiler, 23778 Seminole Trail, stated she moved to Novi from out of state about 4 ½ years ago after hearing that Novi was a great place to live. She was attracted to Ridgeview partly because it is a private community. Taking away the private sidewalks by allowing others to come in creates some issues. First, the driveways are very short. There is not much space from when you back out of the garage and are on the sidewalk, so you're constantly having to look out for pedestrians and kids on bikes, scooters, and dogs. Adding non-Ridgeview residents just creates more exposure issues.

She continued that the private yards are small. She does not need non-Ridgeview residents walking or riding bikes on her grass, causing damage to her grass and landscaping. The sprinkler heads are right by the sidewalk and can be easily damaged if walked on or run over by a bike. There are downspout grates in the small front yards that can also be easily damaged. Residents don't need dogs running through their landscaping and people not picking up after their dogs because that happens. Who is supposed to pay for damages incurred?

Ms. Linxwiler stated there is one pond right among the condos. Non-resident kids have had to be chased away from playing around it. She does not want non-Ridgeview residents wandering too close to the pond, or the cost of added exposure. She feels a sense of safety living in her private neighborhood. She fears an increase in crime if non-Ridgeview residents are allowed to freely walk on her private sidewalks and streets. Residents who live there take pride in the neighborhood, and allowing non-Ridgeview residents to walk freely in the neighborhood increases exposure and takes away from the privately owned community.

Steven Emmenecker, 23912 Seminole Trail, stated he lives in Ridgeview and has been a Novi resident for 35 years. He was one of the founding members of Saint James Church. He agrees with what previous speakers have said. He thinks the walkway can be rerouted to not come through Ridgeview property. He is one of the residents who literally lives on that walkway. His deck could only be seven feet because it would be over hanging the walkway. Ridgeview residents walk that pathway, and when he is out barbecuing or doing things he enjoys seeing them. He knows them and loves talking to them. He loves that Ridgeview residents use the pathway but does not want people he doesn't know or has no clue of who they are using it. That is not right. He's concerned about security, about dogs. The people in the River Oaks Apartments walk through Ridgeview all the time. They shouldn't be there. On top of that, if you put a trail head in, what does that invite?

There are ducks behind Mr. Emmenecker's home, as well as turkeys, coyotes, deer, osprey, grey herons, possums, and weasels. He doesn't want to see that habitat destroyed. That's why he moved there. He paid a premium for his lot. He was told by Toll Brothers that the reason they put a bench at the end of the path facing the woods was because that was the end of the trail. It would never continue any further. He stated in the fall the trees drop their leaves, and he will be able to see the new homes. He does not want the trail connection. He prefers to not have the adjacent development but doesn't know if that's practical.

In Mr. Emmenecker's opinion there is no need for restaurants. People aren't going to walk up there. There is already empty commercial down by the CVS, the whole strip on Novi Road is empty.

Larry Haddock, 23976 Seminole Court, said he would just like to outline seven points that he feels are the most important in his objection to the development as it is recommended.

First, many residents paid a significant premium for a condo backing up to the woodlands and were told by Toll Brothers that this land wouldn't be developed due to its sensitive environmental status and it's not fair or proper to change it now.

Secondly, there would be increased traffic congestion on Ten Mile and Novi Road. There are constant long backups because of excessive vehicles, the train track crossing, school buses, etc. Adding 71 townhomes and commercial retail buildings in the same area is a bad idea.

Third, the proposed walkable community pathway goes directly through Ridgeview private property, resulting in diminished privacy, safety, and HOA maintenance and cost issues and disruption of the quiet ambiance of the community. The pathway should be routed around, not through Ridgeview.

Fourth, the destruction of woods and wetlands will increase flooding possibilities. Ridgeview is already located at the designated flood plan. Where's the water going to go?

Fifth is the loss of natural features and wildlife habitat, removal of trees and vegetation that filter noise and provide a visual screen.

Sixth, Novi has two ordinances that address the protection and preservation of Woodlands and Wetlands within the City that need to be upheld.

Lastly, Mr. Haddock asks the Planning Commission to please have the foresight and vision to prevent the over development of properties in Novi and halt the destruction of our unique and valuable land features.

Karen Chopjian, 23991 Seminole Court, stated she sent in a response form with nine objections which she would not restate. She wanted to back the opinions of her neighbors because she sees a turnover in the neighborhood. People are selling their homes, and new people are coming in. She doesn't like it and doesn't want to see her neighbors leave. She concluded she also doesn't want any flooding42787.

Ken Mac, 42787 Cardinal Way, apologized in advance for the redundancy, but hopefully it helps the Planning Commission formulate its feedback and its questions. He showed a picture of Ten Mile representing the 3:00 PM to 6:00 PM window, without a train crossing. During rush hour going east or west, it's madness. It backs up. It gets dangerous back into the Novi intersection. The 71 units that Toll Brothers propose is likely to make ROI numbers. Perhaps they could consider making those numbers by lowering the density and cutting out some of the unnecessary costs. In Mr. Mac's opinion, the u-shaped pathway and the two proposed lookouts could be eliminated along with other cost-cutting measures.

He continued pathways are quite destructive to the natural wildlife and to the watershed area. It really wipes out the swaths of trees, the brush, and the barrier. What is extremely concerning is connecting an existing path close to the Ridgeway condos and the new path would decimate some wildlife habitat. It would negatively impact the wetlands and the watershed. There is a lookout behind that pond. Mr. Mac showed a photo taken behind the Novi Athletic Club showing a 20 to 30 foot drop off there. He spoke to Toll Brothers about this when he did his walk through but wonders why this is even there. It's serving a purpose to channel flood water out of the pond and overflow water, but it's dangerous for a child, or a biker, or a stroller to have a lookout here.

Mr. Mac questioned who will maintain the maintenance of the paths and the lookouts, and who is responsible for the liability. If it doesn't get maintained, and if there is a problem, the finger pointing begins. He urged the Planning Commission to strongly to consider reducing the density from 71 units to a lower number, to eliminate the pathway, the lookouts, and the horseshoe between the proposed development and the Ridgeview development, and to save trees and brush. It will help keep a natural barrier, save

costs, and eliminate liability. The Ridgeview community pays about $1,000,000 of tax property to the city per year and is an important stakeholder.

Seeing no one else, Chair Pehrson requested Member Lynch read the correspondence received. There was a petition with 57 signatures and 17 letters were received, with some duplication, all from Ridgeview residents.

Chair Pehrson closed the public hearing and turned the matter over to the Planning Commission for consideration.

Member Lynch stated that he thought getting rid of the pickleball and putting a trailhead in that location was a good idea. The Novi Sports Club is nearby, and they have pickleball. He also thought it was a good idea to reduce the intensity of the business district.

He stated the subject site is a difficult piece of property to develop. To compare density, he looked at what is being proposed to what's existing in Novi, not only at Ridgeview, but at another industrial site that was rezoned residential, Villas at Stonebrook. He saw 71 units proposed on 27 acres for Novi-Ten, that comes out to about a 2.6 unit per acre, yet in the motion sheet it references a 4.5 dwelling units per acre.

Senior Planner Bell stated it depends on how you consider the area that is being rezoned to RM-1, and whether you look at the entire area that's being rezoned to RM-1, including the whole area on the east side, which includes the area that's going to be in the conservation easement. Theoretically, the density could be based on all the RM-1 area, or just the area that is being built on. That's the difference in the numbers.

Member Lynch stated it looks like Ridgeview is at about 4.7 dwellings per acre. Novi-Ten is about 4.5 dwellings per acre. Stonebrook is about little over 4 units per acre. These are difficult sites when rezoning from industrial to residential. The pathway was something that got his attention. Member Lynch lives next to a pathway too. It's next to a lake and he worries about that.

Member Lynch confirmed the path will be crushed limestone and stated that is good and eliminates the bike traffic. He inquired if the conservation easement would extend the entire length between the two properties.

The applicant clarified the conservation easement would not include the west park area on the right.

Member Lynch stated the densities between the proposed residential and Ridgeview are about the same, the units from the renderings that he saw are substantially similar, there are not a lot of deviations that are unreasonable. He agrees that with the industrial to the north, there is a road in between so that means less issue with compatibility. He stated he didn't have a problem getting rid of the berm. He inquired about the deviation to exceed the required 3,000 CCT.

Senior Planner Bell stated that CCT is color correlated temperature. It's the temperature of the light measured in Kelvin. The recent text amendment now requires light fixtures to be 3,000 Kelvin and the applicant is proposing 4,000 Kelvin.

Member Lynch stated removing the landscape berm on the east side is no issue. The trees don't make sense on Ten Mile. These are minor deviations in landscaping. Wetlands had an improvement. Woodlands will have a permit. And as far as the facade, there are very few deviations. In Member Becker's opinion the density is the same as Ridgeview. The units are substantially similar. He likes the layout. It's a beautiful piece of property. With the railroad tracks on Ten Mile, Member Lynch does not think the traffic issue will be solved.

Regarding the pathway, Member Lynch will let one of his colleagues that is more familiar with the Walkable Novi plan comment, but going from concrete to the limestone fines would be more beneficial for the wetland areas. It would also significantly reduce bike traffic. He does not believe that people will be coming from all over just to see the railroad tracks and the wetland areas. Member Lynch is in support of the proposal.

Member Becker stated as opposed to the earlier project where the Planning Commission was asked to consider a PRO rezoning request, this proposal is in fact compatible with the surrounding area. It forms a transition that goes from offices that are on the south side of Ten Mile to the east to the new designated B-2 commercial buildings, and then to residential.

Across the railroad tracks on the north side of Ten Mile is residential, and to the south of the proposed Novi-Ten project is residential, so this is a much more fitting PRO rezoning request to consider.

Member Becker stated as a reminder that for just about everybody who lives anywhere in Novi, there were existing trees, wetlands, and things that had to be disturbed to build the houses that we all live in. A rezoning request with the PRO was approved for Ridgeview Villas. This is exactly what the Planning Commission is considering for the Novi-Ten proposal, so it seems that it would be a natural thing to do, since it was already done once in this immediate area.

However, the City also gave the right to the Ridgeview developer and the expectation to the people moving to Ridgeview that they would have control of the access to their neighborhood, both vehicular and otherwise. Whether it somehow got baked into the earlier agreement for Ridgeview or not, it seems totally illogical to come back at this point and say let's route traffic from someplace else through your neighborhood.

Member Becker thinks Ridgeview residents have every right to restrict access since they are a private development. For the Planning Commission to approve or to say that it's OK to run that pathway from the new proposed development through the Ridgeview development, and not on the edge of it, it is not proper to even consider at this point.

He recommends the applicant take the sidewalk down Novi Road to Lidstrom Drive as was suggested earlier. It's not that far out of the way and it respects what has already been established. The 71 units proposed in return for designating 16 acres as easement is going to benefit everybody in Ridgeview in that it will never be developed. Member Becker is in support, with the exception that the connector pathway be taken out.

Member Dismondy stated he agreed with Member Becker. He thinks the proposal is compatible with surrounding development. He doesn't understand the genesis of the walkway and having it go through the adjacent neighborhood.

Member Roney stated he looks at this in four different ways, four different parts. He likes the conservation easement, that's always something we like to see in the city. He thinks the development of the townhomes is good and overall it's a good fit.

Member Roney asked Senior Planner Bell for clarification of the pathway in the Ridgeview PRO and if it was intended for attachment at some point.

Senior Planner Bell stated that she believes so. The PRO document says extending it to the property line to connect to future development.

Member Roney stated that it may not mean they have to connect to it, but that was the intent if it is in the PRO agreement for the Ridgeview property.

Engineer Humna Anjum stated there's also a public sidewalk easement on that pathway right now within Ridgeview, which takes that S curve through the Ridgeview property. Member Roney stated he believes that was mentioned in the prior Planning Commission presentation of this project and stated that's still something that needs to be debated in his opinion.

He appreciates the plaza concept though there weren't any renderings to see how it would look different, he really doesn't want to see another strip mall. He cannot be in favor of this proposal today if the retail there is going to look like a strip mall.

Chair Pehrson thanked the applicant and asked if there has been any consideration to reroute the path as suggested.

Dan Weiss stated that he was not sure how this got buried in a small print but had 4 brief things to say. The first one will accommodate what you just said that they had said in writing, in prior comments, and at prior meetings that to accommodate everybody here is well, the city is used to weighing public benefits versus private individuals and we think that accommodations are often on the table and we placed them there. We said we could accommodate and ignore the fact that these fine people when they bought, they knew this connection was there. We can accommodate by ignoring that.

Mr. Weiss continued to say they could remove the trail connection. Furthermore, that whole South Walkway, the South part, that's between the two complexes. If they don't even want to see people walk there, that can be deleted. Papers that we submitted to the City said we leave that to the city and their final site plan approval through the Planning Commission and Council. Those connections can be removed.

The other piece of it that goes from 10 Mile Road along the railroad tracks that gives a public benefit to overlook the marshland and in no way impacts the residents to the South. If you guys want to keep that there seems like there would be a public benefit to that, but seems to me that we're glad to accommodate and you know it seems like they would rather residences be there instead of a 290,000 square foot industrial building.

Chair Pehrson thanked the applicant and stated the question had been answered.

Chair Pehrson stated that relative to the PRO that exists is there the ability in the language that would be created for this PRO to acknowledge that connection point and eliminate it?

Attorney Beth Saarela stated that there is a public pathways agreement in the PRO that would need a closer look to see what the process would be to terminate the public path.

Member Becker added that when the residents of Ridgewiew purchased their homes the connector pathway was there, and the subject site was zoned for I-1 Light Industrial.

Chair Pehrson suggested that the City attorney look at the PRO to see if that small path can be avoided as part of this plan. Legally, if there's already something in play that can't be taken away we will be stuck with it. Otherwise, I'd like to see that it be removed just from the standpoint of not having intrusion into the current development.

Attorney Beth Saarela stated that there may need to be a PRO amendment to the PRO which would be a significant process. There would be somebody coming in and proposing to amend the PRO plan to

eliminate a pathway connection and vacate a pathway easement which would have to go to City Council. So potentially we're looking at a process that would require them to come in for a whole process like this where they come to you for a recommendation to amend their PRO plan to eliminate the public pathway connection. The Planning Commission would make a recommendation to City Council to take that into consideration. She advised she would have to take a look at whether there was any provision in the PRO agreement or what minor amendments might have been considered in that agreement.

Chair Pehrson stated that whatever we recommend is still at the jurisdiction of the City Council to make their final recommendation one way or the other.

Attorney Beth Saarela advised an additional condition to the current motion be added for City Council consideration to modify or eliminate the proposed pathway connection to the Ridgeview subdivision.

Motion to approve JZ23-09 Novi Ten Pro was made by Member Lynch and seconded by Member Becker.

In the matter of JZ23-09 Novi-Ten PRO, with Zoning Map Amendment 18.740 motion to recommend approval to City Council to rezone the subject property from Light Industrial (I-1) and Office Service (OS-1) to Low Density Multiple Family (RM-1) and Community Business (B-2) with a Planned Rezoning Overlay Concept Plan.

A. The recommendation includes the following ordinance deviations for consideration by the City Council, for the reasons noted:

1. **Building Orientation *(Sec. 3.8.2.D): Deviation for proposed residential buildings to not be configured 45 degrees to the property lines since most of the buildings are not on any main road and they front to a substantial irregular shaped 20-acre wetland nature area of a minimum 200 feet wide separation across from Toll's existing multifamily Ridgeview project.***
2. **Side and Rear Setbacks *(Sec 3.1.7.D and Sec 3.6.2.B): Deviation to reduce the side setback from 75 feet to 25 feet along the north property line for two residential buildings abutting the proposed commercial area (B-2), since screening is proposed between the residential and commercial uses.***
3. **Distance between Buildings *(Sec 3.8.2.H): Deviation to reduce the building separation distance from the calculated formula (resulting in 31-32.72 feet required) to a distance of 30 feet between all buildings.* This deviation of less than 3 feet is considered minor and enables the layout of this project to fit within the available space while minimizing wetland and woodland impacts.**
4. **Parking along Major Drives *(Sec. 5.10): Deviation to allow for 8 perpendicular parking spaces on a major drive, since the spaces provide for visitor parking.***
5. **Major Drive Radius *(Sec. 5.10):* Deviation from the ordinance requirement for a minimum centerline radius of 100 feet, to allow the 85-foot radius shown at the western curve. The reduced radius does not impede the fire truck access route, and may serve to slow traffic speeds, creating a safer roadway.**
6. **Landscape Berms (Section 5.5.3.A.ii): *A Zoning Ordinance deviation is requested to not provide a 10 to 15-foot-high landscape berm on a proposed RM-1 district adjacent to an I-1 district.* The berm would be unnecessary in this case as the adjacent I-1 area is east of the existing natural features and the railroad tracks and would likely result in greater wetland and woodland impacts, as well as fill in the floodplain.**
7. **Right-of-Way Landscaping (Section 5.5.3.B.ii): *A deviation for the lack the required street trees and berm along 10 Mile Road due to underground utilities.* The required trees are to be provided elsewhere. This deviation is supported due to the utility conflicts.**
8. **Adjacent to Public Rights-of-Way – Berm/Wall (Zoning Sec. 5.5.3.B.ii, iii): The required 3-foot-tall berm is not proposed, however an alternative brick screening wall 3-feet in height is proposed.**
9. **Building Foundation Landscaping (Zoning Sec 5.5.3.D): None of the commercial**

buildings meet the requirements for building foundation landscaping along the front side and allow the planter landscaping to count toward foundation requirements. However, Buildings A, C and D are only slightly deficient, so the waiver is supported. The applicant states Building B landscaping will be increased to lessen the deviation or eliminate it.

10. **Section 9 Waiver (Section 5.15): Proposed elevations for residential buildings have an underage of minimum required brick on all rear and some front facades (26-27% proposed, 30% minimum required) and an overage of Asphalt shingles (56% front side, 50% maximum allowed). As the deviations are minor and do not adversely affect the aesthetic quality of the facades, the waiver is supported.**
11. **Opposite-Side Driveway Spacing Waiver (Code of Ordinances, 11.216.d.1.d & e.): The Design and Construction Standards indicate a minimum of 150 feet is required between a new driveway and an existing "downstream" driveway. The proposed driveways are 105 feet and 118 feet. *The applicant indicates they have RCOC approval of the proposed driveway locations, however the City would also need to approve a waiver from its standards.***
12. **Color Spectrum Management (Sec. 5.7.3.F): A recent amendment to the Zoning Ordinance has a requirement that light fixtures shall not have a Correlated Color Temperature (CCT) greater than 3000 Kelvin (K). The photometric sheets show light fixtures measuring 4000K, *since the level still represents a warm tone that is pleasing to the eye rather than a cool or unnaturally bright light.***

B. If the City Council approves the rezoning, the Planning Commission recommends the following conditions be made part of the PRO Agreement:

1. ***The complete east portion adjacent to the railroad tracks and the south 50-foot-wide strip along the wetland of the proposed PRO (15.87 acres of the 27.07 RM-1 rezoning) being retained as a natural area with a conservation easement to preserve its existing marshland and wildlife. This natural area, with wetlands, wraps around the PRO and includes on the west end a proposed new 0.4-acre park/playground located between the proposed residential and retail sites. The proposed trail system, with its overlooks near the Novi Athletic Club is to be a usable and accessible community resource."* This is a benefit to both residents and the environment to have additional natural resources preserved in perpetuity.**
2. ***"To help achieve walkability and connectivity of the entire area, a trail system is being added which consists of new crushed limestone paths, overlooks, and existing sidewalks. This walkway system provides connectivity between surrounding existing residential areas and new proposed PRO residential area with all the marshland nature areas, the proposed pocket park, the Novi Athletic Club, Ice Arena, and Dog Park, and with the new proposed local (retail) along Ten Mile Road. The retail consists of the new proposed retail and restaurant areas, and the existing Walgreen's and dental office. New walkways and bike paths wind through the natural area, overlook 15.87 acre wildlife area and connect this PRO development to the recreation areas: The $3.2 million dollars worth of Novi 10 land previously donated to the city, initiated by Novi request (18 acres of land): For the Novi Arena Facility and the Novi Dog Park."* This is a benefit as future residents as well as the general public will have access to a pleasant area for walking that connects various community amenities. The City would prefer the pathway to be concrete rather than crushed limestone. Subject to the Planning Commission's recommendation to the City Council for consideration to modify or eliminate the proposed pathway connection to the Ridgeview subdivision.**
3. ***"Two pocket parks are added: One added at the trail head on 10 Mile Road at the north end of the new conservation area. The second is on the west end of the trail townhouses to include playground equipment."* This is a benefit as future residents as well as the general public will have access to the pocket parks and trails. The applicant states the trailhead area will be dedicated to the City. It remains unclear if they will be providing amenities and responsible for maintaining it. There are no details currently provided. If this is to be a benefit, the size and details of the benefit will need to be**

clarified and be included in the PRO Agreement.

4. *"A planted plaza over 20 feet deep, with benches and other amenities is proposed to be continuous along the storefronts of the new local retail area including a variety of planter sizes and types with a variety of trees and flowers."* This goes beyond what the ordinance requires and is considered an enhancement of the project area that could be used by any customers of the retail area.
5. *Proposed use restrictions not permitting certain automotive and other business uses in the proposed B-2 commercial zoning (Sec. 3.1.12.B & C) are to be part of the PRO. Not permitted uses are:*
    a. *Vehicle Oriented Uses: gas/fueling station,*
    b. *Other excluded uses: Check cashing, Pawn shop, Hotel/motel (Marijuana sales already not permitted in the City of Novi will also be excluded by the PRO documents in case the city's law is changed to allow it in the future.)*

    This is an enhancement of the property as the City can be assured that the future tenants of the property will not include certain less desirable uses, and is more restrictive than the ordinance requires.
6. *EV Charging Stations will be located at each of the commercial buildings (8 indicated in total). Outlets for 240-volt EV chargers will be provided in each townhouse garage.* This is an amenity that goes beyond what the ordinance requires.
7. *The amount of open space provided for the RM-1 townhouses exceeds ordinance requirements.* This is a benefit as future residents as well as the general public will have access to the trails and trailhead area.
8. *Commercial Building Setbacks:*
    a. *Front: 40 feet required….101 feet provided*
    b. *Rear: 30 feet required….74 feet provided*
    c. *Side: 30 feet required…..88 feet provided*
9. *Residential Building Heights* will be limited to 29 feet, which is more limiting than the 35 feet permitted. This is a benefit as the buildings will be less obtrusive than the 35-feet otherwise permitted.
10. *Commercial Building height will be limited to* 23 feet, which is more limiting than the 30 feet permitted. This is a benefit as the buildings will be lower profile than the 30-feet otherwise permitted.
11. *Maximum Residential Lot Coverage* of *25% is permitted, 14% is proposed.* This is a benefit as more permeable surface will be preserved, which allows stormwater to permeate, and more green space is available.
12. The development standards of the RM-1 District require a minimum rear yard setback of 75 feet. The applicant proposes a greater setback of 100 feet minimum along the south side. This benefits the neighborhood to the south as buildings are further away than the ordinance requires, with less of the existing trees to be cleared.
13. *In the RM-1 District, a development of 3-bedroom units can have up to 5.4 dwelling units per acre. This development proposes 4.5 dwelling units per acre.* This is 17% more limiting than otherwise permitted in the district.
14. *As noted in the façade review, the commercial buildings significantly exceed the 30% minimum requirement for brick on nearly all elevations. This represents an enhancement of the project area beyond what the ordinance requires.*
15. The applicant states they will off-set their impacts on 10 Mile Road by constructing the following improvements:
    a. *Widen eastbound 10 Mile Road to two through lanes, ending with a right-turn deceleration lane at the site's easternmost residential driveway.*
    b. *Widen westbound 10 Mile Road to two through lanes west from the 3rd site driveway to help provide additional capacity for outbound site traffic.*
    c. *Extend the center left-turn lane along 10 Mile Road from where it currently ends at Catherine Industrial Road to service all commercial driveways.*

    As noted in the Engineering Review letter, these improvements may require the acquisition of Right of Way on the north side of 10 Mile Road, and the approval of those property owners, as well as the approval of the design by the RCOC.

C. This motion is made because the proposed zoning districts are a reasonable alternative to the OS-1 and I-1 Districts and fulfills the intent of the Master Plan for Land Use, and because:

1. **The plan results in the preservation of a large area of woodland, wetland, and floodplain, which benefits the overall environment and community members,**
2. **The development supports various goals of the 2016 Master Plan for Land Use, including:**
   a. **Provide residential developments that support healthy lifestyles. Ensure the provision of neighborhood open space within residential developments.**
   b. **Safe housing and neighborhoods. Enhance the City of Novi's identity as an attractive community in which to live by maintaining structurally safe and attractive housing choices and safe neighborhoods.**
   c. **Maintain existing housing stock and related infrastructure.**
   d. **Provide a wide range of housing options. Attract new residents to the City by providing a full range of quality housing opportunities that meet the housing needs of all demographic groups including but not limited to singles, couples, first time home buyers, families and the elderly.**
   e. **Maintain quality architecture and design throughout the City.**
   f. **Protect and maintain the City's woodlands, wetlands, water features, and open space.**
   g. **Increase recreational opportunities in the City.**
   h. **Provide and maintain adequate transportation facilities for the City's needs. Address vehicular and non-motorized transportation facilities.**
   i. **Ensure compatibility between residential and non-residential developments.**

3. **The detriments to the City from the commercial and multiple family development as proposed are mitigated through the preservation of woodland and wetland areas, and the proposed improvements to 10 Mile Road. The conditions proposed would result in an overall enhancement of the area that may not be achieved in the absence of the PRO Agreement.**

ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL OF JZ23-09 NOVI-TEN PRO, WITH ZONING MAP AMENDMENT 18.740 TO CITY COUNCIL TO REZONE THE SUBJECT PROPERTY FRO LIGHT INDUSTRIAL (I-1) AND OFFICE SERVICE (OS-1) TO LOW DENSITY MULTIPLE FAMILY (RM-1) AND COMMUNITY BUSINESS (B-2) WITH A PLANNED REZONING OVERLAY CONCEPT PLAN. ***Motion carried 4-1 (Roney).***

3. **JSP23-33 SHEETZ**

   Public hearing at the request of Skilken Gold for Preliminary Site Plan, Wetland Permit, Woodland Permit, and Stormwater Management Plan. The subject property is zoned B-3 General Business and is located in Section 13, west of Haggerty Road and south of Twelve Mile Road. The applicant is proposing to demolish the existing gas station on the site to redevelop with a new gas station/convenience store.

Senior Planner Bell stated the site is located on the southwest corner Haggerty Road and Twelve Mile Road in Section 13. The site currently operates as a BP gas station. The Shelter Bay Animal hospital is to the west, a medical office building to the north, and an undeveloped parcel to the south. Across Haggerty Road, in the City of Farmington Hills, is an office building.

The site is zoned B-3 General Business, and the surrounding area is zoned OST (Office Service) and B-3 (General Business). To the east in Farmington Hills is zoned for Office Research. The Future Land Use map indicates Community Commercial for the subject property and those to the west. The rest of the surrounding area is planned for Office Research Development and Technology. The subject property has regulated wetlands and woodlands along the south side of the property, which are connected to a larger system of off-site forested wetlands.

As indicated on the site plan, the applicant is proposing to demolish the existing BP gas station redevelop

CITY COUNCIL MEETING MINUTES - EXCERPT
DECEMBER 16, 2024

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, DECEMBER 16, 2024, AT 7:00 P.M.

Mayor Fischer called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz (absent/excused until 7:08 PM), Smith, Staudt, Thomas

ALSO PRESENT: Victor Cardenas, City Manager
Danielle Mahoney, Assistant City Manager
Tom Schultz, City Attorney

APPROVAL OF AGENDA:

CM 24-12-167 **Moved by Smith, seconded by Casey; MOTION CARRIED: 6-0**

To approve the agenda as presented.

Roll call vote on CM 24-12-167

Yeas: Casey, Gurumurthy, Smith, Staudt, Thomas, Fischer
Nays: None
Absent: Heintz

PUBLIC HEARINGS: None

PRESENTATIONS:

Environmental Sustainability Committee Presentation – Member Smith explained that environmental sustainability is based on a simple principle of everything that we need for survival and wellbeing depends on, directly or indirectly, the natural environment. The City was awarded a $100,000 Community Energy Management Grant this past summer. Novi's commitment to sustainability includes a Bee City USA designation, Arbor Day, LED lighting, educational programs, and annual tree plantings & seedling giveaways. The Committee came up with vision and mission statements. The four pillars of the Committee are Resource Efficiency, Clean Energy, Environmental Preservation and Community Engagement, being the most important. The Committee has met with Stewarts Sustainability Leadership Institute, Royal Oak & Ann Arbor Sustainability Managers and the Northville Sustainability Team to find out what those communities were doing. They met with community leaders at a HOA breakfast and talked to the Oakland County community. The next steps for the Committee include expansion of the Committee to included four additional residential members, work with City staff on the creation of an Environmental Action Plan, leverage existing City events to build awareness, and introduce the Solarize Pilot Program for Novi. Member Smith spoke about where they are with the Environmental Action Plan approach and what still needs to be accomplished.

Mayor Fischer said that in regard to the additional resident members, he thinks that getting out and getting that interest in the community is important. He'd like the Council to think about whether there is the right number of opportunities that match up with the number of people volunteering. The City may want to ask residents to spend more time on environmental sustainability but that may mean needing to take other areas or other board positions where

there are vacancies and encourage people to go there. He fully supports the conversation downstream and wants to have a holistic sense about volunteer opportunities as a whole.

CITY MANAGER REPORT:

City Manager Cardenas wanted to wish everyone a happy holiday season.

ATTORNEY REPORT: None

AUDIENCE COMMENTS:

Ellen Linxwiller, 23778 Seminole Trail, came to speak about the Pro Tem development. Although she already sent in a letter to Council, she also wanted to verbally state her opposition to connecting the River Oaks Apartments, a very large complex, through the berms and across Nick Lindstrom. The two proposed cut throughs are right across the street from both entrances of her condo neighborhood and asks what and who is going to stop people from walking or riding bikes into the private neighborhood as well as who will pick up the additional trash on Nick Lindstrom or pick up after dogs. She asks each Council member to see what traffic is like on Nick Lindstrom. The Novi Sports Club, Novi Ice Areana and the dog park consistently bring in substantial amounts of traffic for a little two land road. The proposal is to put berm cut throughs for pedestrians on this street. One of the proposed cut throughs in not only across from one of the neighborhood entrances but also the only entrance to the Novi Sports Club. It is a disaster waiting to happen. Many drivers are distracted and pay no attention to crosswalks even when there are traffic lights, flashing crosswalks and little stop signs. Both drivers and pedestrians equally do not pay attention. She doesn't feel safe riding her bike in Novi anymore after almost being hit several times.

Tammy Spangler-Timm, resident of Ridgeview Villa of Novi and member of the HOA board. She is here to share a presentation that will update Council on progress they have made working with the developers on this proposal and give an update on some outstanding concerns and issues that still remain. She approached Jason and Scott from Toll Brothers and suggested they could meet to discuss the concerns and issues and to possibly collaborate to come to a resolution and compromises with the plan. She met several times with Jason and Scott, and they took information back to the development team. Progress was made to completely eliminate the pickleball courts and also add playground equipment to the pocket park. The progress continued October 30th at the Planning Commission meeting where residents stood and expressed their concerns about the remaining issues. Mr. Weiss was present at the meeting and stood at the podium and said that if residents of Ridgeview do not want the nature trail that goes through the development and the connector pathway that would connect the two developments, he was willing to make a concession and eliminate that from the plan. Mr. Weiss then asked for her email address so he could send that to her in writing. She had a petition that was circulated that she wanted to present for public record.

Steve Emmenecker, a 35 year resident of Novi, stated that he was one of the founding families of St. James Church and was the second resident in Ridgeview. He paid a premium, as did others, to back to the nature area. He felt he was misled by Toll regarding the walkway continuation as he was told it would not be continued. Others were told something similar. We all had the impression that that was never going to be continuation. Toll had apparently said that residents had signed off and they were aware of a continuation. He has no such document and neither do his adjacent neighbors. Ridgeview has seen a pattern of misinformation. We

are very skeptical of some of the things that have occurred regarding the intentions of the Novi 10 developers. The sidewalk proximity to many buildings will affect privacy and security and is a concern throughout the entire private property of the community. An open path easement to Ten Mile will result in exasperating the issue in a similar fashion to what they are presently experiencing with River Oaks apartment residents to the immediate south who trespass on a regular basis. Maintenance issues are present with the current sidewalk including vegetation overgrowth, an aluminum fence, a stonewall, and slick concrete sidewalk surfaces posing hazards. These are currently being addressed by Ridgeview HOA funds. Further development would increase pedestrian traffic, worsening the conditions. He also wanted to point out that the berm cut throughs are close to a blind corner. The bench placement at the end of the sidewalk is perpendicular to the sidewalk so pedestrian walkers aren't going through there. There is diverse wildlife that will be fragmented. There is flooding that occurs back there and they're concerned that'll get worse. Over half the residents are backed by the natural habitats. There are approximately 474 mature trees expected to be taken down with the PRO 10 development. Ridge View people are at a lower elevation than the future potential residents. They'll be looking down into our backyards.

John Linxwiller, 23778 Seminole Trail, specifically addressed the connector pathway between his community and the proposed community and berm cut throughs. Ridgeview is a privately owned community. Each month we pay for the maintenance of our streets and sidewalks. We pay for snow removal. The City of Novi does not incur those expenses. We also pay for our own general liability insurance through our HOA fees. Knowing this, he's wondering how the City Council can consider granting public access points into a privately owned community. If someone uses one of these public access points to enter their privately owned community and is injured and sues, will the City indemnify them for that claim. General liability cost will certainly increase due to the amount of foot and bicycle traffic that's going to take place. They are going to bear that cost, not the City. Lastly, he asked if there are any other privately owned condominium communities in Novi that have public access points into them. He can't think of any. He asks that the connector pathway be eliminated or to rescind the easement rights to it and turn it over to his community. He also asks to have the berm cut throughs on Nick Lindstrom eliminated as both of these are open invitations to access his community. It's naïve to think that anyone is going to enter the connector pathway and walk out the entrance and go down Nick Lindstrom. They're going to come and walk down our private community anywhere they want. No one from Novi will be present to make them stay on the public nature trail. Regarding the berm, he invites the Council to come and see the traffic. No one adheres to the 35 mph speed limit on the road. Berm cut throughs are just going to cause additional issues. The City of Novi should have never allowed Toll Brothers to build a privately owned community.

Ken Mac, 42787 Cardinal Way, says the Council is about to approve something that the wrong development in the wrong space. That's cognitive dissonance. It doesn't matter what builder you're talking about; they are all the same. They have that common denominator of lot of staircases. The developments are not for our seasoned citizens. In the last Planning Commission meeting, Commissioner Becker said, on October 30, that Novi was missing single floor residential options dedicated to seasoned citizens when referring to the Twelve and Meadowbrook development. This applies to this Novi 10 PRO. Tere are thousands of these two to four story apartments, or townhouse, being proposed right now in the City of Novi. He did a count based on all the things in public records and it's like 2,700 units. What's astounding to him in looking at the ageing report that was commissioned and done by the City, was 40% of Novi's current housing stock is multi-family, multi-story condos and

apartments like this. The report said what we need is single-family one-story homes because there is an extreme shortage of newer single-family one-story homes. This stretch of Ten Miles from the Novi intersection, which is horrendous, to the railroad tracks all the way down is 100% light industrial and commercial. These commercial buildings in light industrial are a better fit. So, the zoning is all wrong.

Elena Wayne, 42776 Cardinal Way, spoke about traffic concerns along the stretch on Ten Mile between Meadowbrook and Taft. When driving along there, you frequently get stopped by the train or kids getting out at Novi High School. She herself, usually on the weekends, finds the traffic horrendous. The long backups are frequent during the morning and evening rush hours causing significant delays. They are usually faced with a 15-to-20-minute hold up especially during the train crossing. Today, three trains came through. With the recent approvals for new residential units on Novi Road near Nine Mile, it's only going add to these traffic woes. Additionally, there is a new daycare swim learning center that's coming in that's going to generate over 400 additional vehicles and worsen the congestion that's coming. Time is the most valuable asset we have and sitting in traffic for 15 to 40 minutes a day is not what we need. We need to lessen traffic and have safe traffic. She asks Council to consider what they are facing with the added residents and the new buildings coming in nearby.

Greg Wayne, Cardinal Way, said he was going to be wrapping this up. Some things will be what his neighbors spoke about. He is going to present an idea that they've developed because it's not right for them to come and talk about all the negatives without proposing some alternatives. He presented three courses of action (COA) to consider: COA #1 is the adoption of a currently unpalatable proposal that is fraught with issues and currently requires approximately 12 planning ordinance deviations, COA #2 is the rejection of the plan altogether, which aligns with the preferences of the majority of Ridgeview Villas residents, and COA #3 is the consideration of a modified plan that could create a win-win-win scenario for the builder/owner, the City of Novi and Ridgeview Villas. We've talked about the increased traffic on Ten Mile and Novi Roads, the environmental impacts of putting in the Novi 10 PRO, the encroachment on their private property, and the increased maintenance costs & liability risks, which doesn't cater to the needs of the community. They believe the additional commercial space is unnecessary as there is lots of open commercial space available. They also discussed the potentially hazardous location at the bottom of the hill on Ten Mile Road, next to a railroad crossing & paint factory, and that there's no other residential communities west of that crossing. What they are proposing is the elimination of the units on the south side of the Novi 10 development as that helps create the buffer they are looking for. It helps to increase the wetlands and helps to improve the drainage that they need in the area. Moving those units closer to 10 Mile Road is consistent with what's on the east side. In the end, only seven units are lost by doing this and it has the benefit of creating an additional entrance which they believe would be beneficial to both the citizens who are living there and to emergency vehicles. Something like this should be looked at and reviewed by Toll Brother and Mr. Weiss. He thinks it could create something that everyone would be happy with. They are more than happy to work with the developer to build on this and make sure everything turns out well for everyone. It's never a wrong time to make the right decision.

Ursula Syrowik lives at the entrance of the dog park near Ridgeview. She's a night walker and what she's noticed at this location is that cars going in one direction can make the turn. People honk all time at this location because the berm kind of hides the location. People have a hard time staying in their lane and it's a huge problem. When looking at this whole condo thing, this was placed in the middle of a wetland, surrounded by a wetland. It was strategically done, and

it was done appropriately but whenever you do construction of a condo in a large area, you move a lot of soil, a lot of grading is done and then you can't replace the way the grad has ever been done so it has to be very carefully done. Whenever large areas of grade is disturbed, there is always going to be an environmental impact. You just don't know when the heavy equipment comes in, they move all that stuff, and they move it back and then they grade it and move it back and forth and it changes. It also changes the porosity, the drainage and which way the water will flow because not only is this a wetland, but these condos are also so close to the wetland that to be very careful not to disturb the wetland. Also, the clay soil composition has a potential problem for not draining properly. Whenever you disturb land, there's never a 100% recovery of what you had in terms of drainage.

CONSENT AGENDA REMOVALS AND APPROVALS:

A. Approve Minutes of:
December 2, 2024 - Regular Meeting

B. Approval of a three-year contract, with the option of two one-year renewals, between the City of Novi and Shifman Fournier Attorneys at Law to provide legal services for Labor and Employment Law.

C. Approval of Resolution to adopt the City of Novi Emergency Action Guidelines (EAG) in support to the Oakland County Emergency Operations Plan.

D. Approval of the final payment to Toebe Construction, LLC., for the Crescent Boulevard (NW Ring Road)/Industrial Spur and Bond Street – Phase 2 (SW Ring Road) Construction projects.

E. Approval of the final payment to True North Asphalt for the Lakeshore Park Parking Lot Expansion project.

F. Approval to award a contract to Eganix, Inc., to conduct a pilot FOG (Fats, Oils and Grease) Prevention Program.

G. Approval of claims and warrants – Warrant 1170

CM 24-12-168 **Moved by Thomas, seconded by Smith; MOTION CARRIED: 7-0**

To approve the consent agenda as presented.

Roll call vote on CM 24-12-168 **Yeas: Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer, Casey**
Nays: None

MATTERS FOR COUNCIL ACTION:

1. **Consideration of a temporary extension of the Transit Enhancement Service Agreement with Peoples Express (PEX) on its existing terms through June 30, 2025, maintaining subsidies for eligible residents and continuing to allow use of Civic Center facilities.**

look at the same thing. If it's starting to show that there were some branches dying off, they leave look smaller and it just didn't look like a healthier tree, then at that point he thinks they'd have to say it has been negatively impacted and they have to set a rule at that point for what to do when they say this tree's gone and that it's shown damage and decline which would indicate it should be taken, even alive, if it's not what it was before. Member Gurumurthy said she would consider a third option of fully withholding what they are supposed to withhold for the impact for whatever number of years they come up with and then determine if it's still okay, then be able to return the money.

Member Thomas said they always want to take care of the trees, and they want to make sure they're fair to residents. They have processes that they follow, and they can think about other options, but the petitioner did come here to talk to Council, so she thinks they need to stick to what their rules are. That person wanted to come and to Council, so they got this on the agenda. It seems like a lot of trouble to go through to get on the agenda and then not come to be available for questions. She understands they all look for ways to be fair to the residents but there are a set of rules to protect the environment and since they all care a great deal about the environment, they need to stick to that.

Mayor Fischer said he echoes some of the same sentiments. There is an ordinance on the books. By no fault of the City, these trees were impacted. He thinks they have to look at this from a grander perspective. As a City Council, not only are they in charge of the ordinances, environmental sustainability, et cetera, they are also stewards of taxpayer dollars, resources and staff time. For a $12,000 guarantee to have Rick and his team have to inventory 21 trees, track their success or demise for the next several years and he's sure there's different accounting rules for guarantees that the City may or may not have to pay back and how that relates to their audit, is an administrative nightmare. It's not fair to the City, City staff and taxpayers when by no fault of the City, was this problem created. This clearly was a situation where the applicant or the contractors they hired went too far and beyond what was allowed under the woodland permit. So, with that, he thinks that a strict reading and interpretation of the ordinance is applicable.

Member Staudt said the moral of the story is, come to us before you do something. Don't do it and ask for forgiveness later because not showing up and asking for an approval of a waiver, isn't the way to go.

Roll call vote on CM 24-12-173

Yeas: Fischer, Casey, Gurumurthy, Smith, Staudt, Thomas
Nays: Heintz

5. **Consideration of tentative approval of the request by Novi-Ten Associates, for JZ23-09, to rezone approximately 34 acres of land east of Novi Road, south of Ten Mile Road from Light Industrial and Office Service to Community Business and Low-Density Multiple Family with a Planned Rezoning Overlay.**

City Manager Cardenas reminded Council that this came before them at the April 8th regular meeting. The Planning Commission then took this up and the proposal was recommended for approval at their October 30th meeting. They requested to rezone the parcel via a plan resorting overlay to develop 71 multi-family town homes in the RM-1 portion of the parcel and approximately 35,900 square feet of commercial space in the B-

2 portion. Since the April 8th meeting, the pickleball courts have been removed and the B-3 zoning that they previously thought was going to be utilized was changed to B-2 which would not permit drive-throughs. The PRO public considerations are preservation of 15.87 acres of wetland, woodland and the public access trail connection & marshland overlook and the donation of a trailhead to the City. Additionally, the petitioner proposes improvement to offset traffic impact along Ten Mile Road.

Lonny Zimmerman from Siegal Tuomaala Associates Architects from Southfield was present and said they've been working on this project for many years. He was present with developer Dan Weiss and Jason Iacoangeli with Toll Brothers. The gist of the project it to comply with the goals that are in the master plan; walkability, connectivity, supporting the local retail, creating open space, environmental stewardship. The site had been on the market for decades in its previous zoning of office and industrial with no interest in the site. Now with the proposed rezoning to B-2 and RM-1, there has been interest. Toll Brothers has developed Ridgeview Villas to the south and is developing this parcel. The RM-1 portion is roughly 27 acres of which a little under 16 acres of that will be conserved wetlands, so they'll never be developed. The 35,900 square feet of retail that was previously mentioned is planned to be local commercial B-2 and it's got restricted uses. We have restrictions in the contract beyond what the zoning ordinance requires, and we've eliminated the strip center approach to it. The was concern of so many people by having plazas in front, instead of just a sidewalk in front so we've created plazas with seating areas, extra landscaping to create more of a friendlier area for the neighborhood to use. The 71 townhouses have 5 times more open area than is required by ordinance. At one end at Ten Mile Road, we've go the park which will be donated to the City. At the other end we've got a .4-acre playground area that would be oriented towards the townhouse development. The most interest here this evening among the residents seems to be walkability and connectivity. As was explained by the residents present, they met with Mr. Weiss and Toll Brothers before that. As it stands, we have shown in our original documents a connecting pathway that goes through connecting the developments which makes it walkable from the retail all the way through the new development, through Ridgeview Villas and as far south as the dog park. That connection is not a necessity and if the Council would prefer not to have it there, the development team is willing to eliminate that connector. This was presented to the Planning Commission, and they approved it with comments about possibly eliminating the connector. We think the connector is a benefit to the overall community, beyond the development itself. The City Council can decide whether it's important enough because the development will work with or without the connector. In terms of traffic, we are expanding the width of Ten Mile Road. We've talked to the Road Commission in Oakland County. The City's traffic consultant has reviewed it and has no objections to it so we feel that this will help the traffic situation. In terms of the actual peak traffic, there is less peak traffic with the development we're proposing than with the existing zoning of office and industrial. As it stands now, the industrial portion of the site could have a 291,000 square foot factory or a two-story office building. This development is much less dense in terms of stormwater management. Between the new and old development, there's about a hundred-foot-deep canyon that goes in between. With the water on the new development directed towards detention and surface flows east to the detention basins, we think that the standards followed with Oakland County, with the topography of the land, this will be taken care of without any adverse situation with the Ridgeview people. Jason Iacoangeli, certified planner with Toll Brothers, added that the Ridgeview community was approved through a PRO. The connector has a public easement over it. It was anticipated when Ridgeview was developed that there would be

this other development to the north. In fact, Toll looked at it when they were developing Ridgeview. The idea was always to connect the two developments. The housing that'll be at the new part of the Novi 10 project will be two-story condominiums. That's pretty much the same product that is in Ridgeview, other than some different architectural elements from the outside, these aren't going to be three or four-story townhomes.

Member Staudt confirmed with Jason Iacoangeli that these are indeed condos and not apartments in which Mr. Iacoangeli replied they will be for sale condominium units. Member Staudt stated that one of the greatest things he's gotten push back over the years is connecting sidewalks for people's backyards so he will not be supporting anything that connects these two communities. He then asked City Attorney Schultz if the pathway was a public benefit prior to development and Mr. Schultz responded that the pathway was the main public benefit to the Ridgeview development. Member Staudt said that in his mind, that was a mistake, and asked Mr. Schultz how can Council clean up that mistake and do what's necessary to forever remove that from the PRO that exists with Ridgeview. Mr. Schultz said there were a handful of conditions that are described in the Ridgeview PRO as public benefits and the pathways are probably one of them. To get rid of the pathway, this would have to go through the entire planned rezoning overlay approval process. This has be done by somebody who has the authority to do that, presumably the HOA. Then they would have to through a full planning review process, Planning Commission, public hearing, two readings before Council, and an amended contract to propose a substitution in place of the connection. It's not a small endeavor but there's a process. Member Staudt said the 15 acres of permanent conservation easement is an extremely attractive benefit because it's next to the railroad tracks and provides a sound buffer. He's not interested in a pathway through that either and would rather see that just be a permanent preservation of woodlands and wetlands. Member Staudt asked Mr. Weiss how long he's owned the property and paid taxes on it and Mr. Weiss responded for probably 40 – 50 years. Member Staudt there are two stories to every development. Council owes fairness to the residents and to those who own the property to be developed. He appreciates the applicants being able to work with the residents.

Member Smith said he's a proponent of making Novi walkable, bikeable. In terms of what the residents are talking about, he understands they are concerned about the cut through and if there's a way to connect the new development to Lindstrom Drive without cutting through people's backyards, that would be great. He thinks it's important to go from crush stone to pavement especially if people are getting to the dog park as that's a four-season surface and dogs will need to get to get to the dog park in the winter too. The sidewalk on Linstrom Drive and that corner, if there's something that could be done to ease tat corner as part of the public benefit, he'd appreciate looking at something like that. Member Smith said he had a question about storm water retention. They City is planning on retaining up to a hundred-year events and at the exit before it goes into the wetland, or drain off, there's a gas/oil separator unit right on the head of the Rouge River and he wanted to know is there a plan for inspecting that to make sure the separator stays clean and does its job. Jason Rickers, of SKL engineers, responded that yes, that would have to be maintained through the typical process that every new development does and there's a standard maintenance agreement with the City. It's typically a one-year inspection. If that's done, it should operate the way it's designed. Member Smith then commented that as far as the traffic on Ten Mile Road, looking through the traffic study, there are level of service grades and he's not sure if that study includes the daycare that's going in on the west side of Novi Road which is a concern. Plus, adding lanes to the road as part of the development is a

concern because the City will be responsible for cleaning them and Oakland County will be responsible for maintaining them. As mentioned in the previous meeting, Member Smith would like to see a rendering from the backyards of the people on Seminole towards the development, just to get a picture of what that looks like as he thinks that would help Council understand what's going on and help residents understand what that is going to look like. He would also like to know what the plan is for the broadband service to the area and if it's possible to extend fiber service through there. He thinks that would be a solid public benefit.

Council took a break at 8:34 PM and returned at 8:40 PM.

Member Gurumurthy stated that she appreciates all the work and gave a thank you to the residents who came out to the meeting. She also appreciates the progress between the applicants, City team and residents. She is not in favor of the pathway and the connection. At Member Gurumurthy's request, Barb McBeth presented a map to show the location of the public pathway. Member Gurumurthy asked about the maintenance of the pathway and City Attorney Schultz said the pathway is just a designated sidewalk and will be maintained as such. It's in the master deed for the condominium and every property owner would have gotten a copy of it. She wants a walkable community and asks the applicants to look for other options to make a walkable community but avoid Ridgeview. She also wants to make the ADA accessibility is taken care of in these areas. Her next concern is the traffic and it's difficult to visualize what's being proposed along Ten Mile Road. Mr. Rickers then discussed how the center turn lane down Ten Mile would be extended as well as widening Ten Mile Road which would make all the traffic decisions much safer. Member Gurumurthy confirmed that with through lanes and turn lanes, Ten Mile would be five lanes wide in this stretch. She asked what was the target in which the developer was looking at in terms of road improvements versus the development completion. Mr. Rickers responded that they would have the road improvements to Ten Mile in phase one which would coincide with the first building or the first residents moving in. Member Gurumurthy also requested that the applicants consider reducing the number of units to help with traffic concerns. Her next concern is the floodplains and asked the applicants what studies they have done. Mr. Rickers replied that, for the Ridgeview concerns, most of the storm water will be collected and diverted to a detention pond for the 100-year storm, through the City's requirements, and then released through a stream. Ultimately it will help with the excess flooding that happens in the floodplain area. Regarding the setbacks, Ms. McBeth confirmed that the minimum setback from the new development to the property line is 100 feet. Mr. Iacoangeli confirmed that the closet point any of the two units will be from each other is 175 feet. He also stated that if the connecting pathway is eliminated, the other loop pathway no longer make sense and may not get used by the people who live in the northern part. There's no other alternatives of crossing the wetlands to make a connection other than the people who would live in the new neighborhood will have to walk down Ten Mile to Novi Road and go south to Nick Lindstrom Drive to get to the dog park.

Member Thomas confirmed that the new development would also be a private community like Ridgeview. She didn't know if there was a way to think outside the box and give the people privacy but still make it so people can walk to places. She would like to see some options. Member Thomas asked if there was still discussions with the HOA and Mr. Iacoangeli stated that there had not been in a few months, but the takeaway of those discussions was they would go to the Planning Commission and the neighbors would relate their concerns and the Planning Commission could decide on whether or not to

keep the connection between the two neighborhoods. Member Thomas asked if the communications had been exhausted and Mr. Iacoangeli stated no, that they have an open line of communication and speak as often as they can about the project. Mr. Zimmerman then stated that they had looked at alternative connections like they had been asked for around the perimeter rather than through the middle and it becomes a major problem in disrupting the natural environment which they are trying to retain as much as possible. Member Thomas then asked has the possibility of eliminating the berm cut throughs on Nick Lindstrom Drive been discussed. Mr. Zimmerman replied that it isn't part of their project.

Member Heintz said he was curious as to why the entire area, including the proposed potential conservation easement area, would be rezoned to RM-1. Mr. Iacoangeli said that to his understanding, Toll would be responsible for that as part of the purchase of property after the development was entitled and a part of that was the City also asked for one of the items to be the conservation easement which they thought was prudent because it abuts up to another City property that's further tot the west, a sort of undeveloped part space. It provides for a good solid corridor between that park and this space. Mr. Weiss stated that the Planning department asked them to do it that way for continuity. Member Heintz asked if part of the density calculations in that RM-1 area include that potential conservation easement in the calculations for the density. Mr. Weiss said it only included the areas that are available to the residents and where they could walk. Member Heintz said he disagreed about the potential and the feasibility for the more walk being part of that land. He understands it's not easy but definitely could be done and a nice potential public benefit to be able to better utilize green space. He had the opportunity to visit that space and overall thinks it's a wonderful space and can appreciate the potential in that area, the awesome easement area. He appreciates the residents of Ridgeview coming here and their approach to suggesting a reduction from 71 to 64 units because he thinks that could bring about the appropriate amount of density in that space and just the appreciation for enough green space for all residents and help to potentially mitigate any water issues with the floodplain. He thinks there's great potential for this development but from his perspective, it's not quite there yet.

Mayor Pro Tem Casey asked the City Manager who the HOA needs to reach out to help them understand what actions they need to take. The City Manager said they can work with the City Attorney to get the necessary documents to the HOA to be able to convey that information, but it would be through Mr. Schultz's office to work with the HOA, but they should reach out to the City Manager's office first. The Mayor Pro Tem then spoke with Jason Rickers and stated she had concerns about the traffic flows on Ten Mile and asked him to clarify what the additional lanes would be for. The Mayor Pro Tem then asked what of the project Oakland County is aware of, and Mr. Rickers stated that the site plan was also submitted to the County and in which they received comments back from them and they worked with the County to make sure all the entrances are in compliance. Once they get approval for the PRO, they'll start the engineering process and the County will review the engineering plans with all the grading, lane widths and all the things they suggested in their preliminary review. The Mayor Pro Tem asked if the applicants had a letter from the County that they have given some kind of approval to the road improvements and didn't want to see them as an afterthought. She wants to see some kind of guarantee from the County that they are confirming that they will work with the developer. Mr. Rickers stated that it was a concern from the developer as well. They do submit those plans at the same time they submit to the City so that typically keeps them on track with a simultaneous

approval. They usually keep the same review process as the City, and he doesn't anticipate a deviation from that. He confirmed that it would be the intention of the development to make that part of phase one because that work is tied to all the entrances. The only typical problem would be the end of winter when construction on that doesn't get done until spring of the next year. The Mayor Pro Tem is concerned about the timing and asked the City Attorney if there was anything they could do within the PRO to make sure the County is responsive and giving the okays as part of the process. Mr. Schultz responded that process wise, when a PRO agreement is done, they spot those kinds of issues and circulate them to the right department head or people to give us advice as to what it ought to say or what we ought to be asking for from the developers. The Mayor Pro Tem said she wants to protect against any delays with approvals at the County level. Regarding connectivity, she is 100% empathetic with the concerns of the residents and echoes the feedback from her colleagues about finding alternatives for a pathway and asks the applicants to explore options specifically between the new development and Ridgeview. Regarding the woods or buffer between the new development and Ridgeview, she asked what kind of trees are in that buffer and what kind of trees are expected to be planted to make sure there is full opacity that they require from an ordinance perspective. Dan Weiss responded that if this project doesn't get approved, the residents of Ridgeview will be worse off because not only can a 290,000 square foot factory be built there but anyone who buys it has the option of paying into the tree fund and not putting up any trees. What this project has proposed is a tree line that is doubled and staggered. Barb McBeth added that per Rick Meader, it is not known what species of trees will be planted. The Mayor Pro Tem stated to the City Attorney that she is indicating her interest in understanding and making sure that the opacity will be met and to understand the depth of the trees and type so she will feel confident in a statement she made last time.

Mayor Fischer said it occurred to him Mr. Weiss came to Council with Toll Brothers, and they entered into a PRO to rezone OS and light industrial property. They promised a public benefit to the City in order to get Ridgeview done. Now, seven years later, the same applicants are coming forward to finish the second part of that plan which is a public benefit to the entire area. The connectivity and walkability is something that the Council has talked about for decades. There are residents who live just across Ten Mile at Meadowbrook Glens and Orchard Hills that this gave an opportunity to for them to enjoy the amenities such as the sports club or dog park through this connectivity. Now we are in a quandary where they're being asked to eliminate that. Now we're going back, even though the core tenant of the PRO ordinance is the developer giving a public benefit, and we're asking the City to agree to eliminate that public benefit. We're going to ask the Ridgeview homeowners to go through the cost and exercise of doing so. Mr. Schultz said that he is not aware of Council ever going back and removing a substantial public benefit from a developed PRO before. He wants everybody to keep an open mind, and we'll talk about what the request is and what might be given in return. Mayor Fischer said his issue with that process is that we're going to a fully developed development and saying that you are not agreeing to the original proposed benefit and need to come up with something else. We have as a City, rezoned something with the promise of a benefit and now we're walking away from any benefit and got no benefit from the rezoning and that is his frustration with the PRO process and walking away from the connectivity at this point. Assuming that they walk away from the connectivity, he likes the idea of pursuing an alternative pathway, maybe along the railroad tracks. He would encourage the team on the development side, if not moving forward with the connection, to consider what another proposal would be. He says they've seen several times a situation where they have something built and then

a couple of years later, a phase two come through and causes issues. He's going to make a comment in general to the City that they need to encourage people to do these types of developments in concert. Reading back through the minutes of the discussions back when Ridgeview was approved, this was all part of the plan. He takes into consideration the comments that are made. He understands that to come into Ridgeview and potentially be told that something won't happen can be frustrating, but he also believes in the process and that's not something this body and his colleagues can consider. That is a private matter between two entities and the City is not party to that. He asked that people understand that they are bound by certain laws, agreements and ordinances as to what they can consider and unfortunately being told something in a third-party sale transaction is not something they can prohibit a developer from developing in the City of Novi based on what may have happened in a private agreement off of the site. Although he empathizes, it's not something they can consider. There have been a lot of comments made from Council and a lot of comments and considerations that continue to be brought up by residents. He's getting the impression that there a probably not enough votes to move forward with an approval. He thinks a postponement would be more appropriate at this time given the additional leg work the developer may need to do in order to get the tentative approval, which would then lead to a final approval. He is suggesting that they take a break so everyone can digest the many comments made about the connection, the easement, the old PRO, the traffic, et cetera, and come back with a new drawing. He's noting that this is I-1 and just because it wasn't developed in the past, if they don't approve this, to him it's playing Russian roulette and encourages both parties, staff and City Council to try to come up with a plan that people can live with. At some point the owner isn't going to want to continue to pay the taxes and sell it to someone who might go ahead and put an industrial building in. He doesn't like veiled threats and doesn't know that it's not true that that can be done. He thinks they need to consider that as they move forward and hopefully in a fashion that can work. He again suggests to his colleagues to give a postponement so the extensive information that they've provided to the applicants to take another look at this.

Member Staudt said he agrees and asks the developer to do some of the things requested like taking as much as what they heard today and put it in the PRO, working with the City staff and attorney. Council isn't telling them to change the number of units or move them around but is telling them that some of the things that are presented are acceptable. He would like to see the renderings that Member Smith discussed about what the building would look like backing up to each other and give them a bit of context about the height of the buildings next to each other. He would also love to see a boardwalk or pathway they could put along the railroad tracks from the front of the property to the dog park. He thinks that it would be a public benefit that all of them would really encourage.

CM 24-12-174 **Moved by Casey, seconded by Thomas; MOTION CARRIED: 7-0**

Postponement of tentative indication that Council may approve the request of Novi Ten Associates, JZ23-09 with Zoning Map Amendment 18.740 to rezone from I-1 and OS-1 to RM-1 and B-2, subject to a Planned Rezoning Overlay (PRO) Agreement, and corresponding PRO Concept Plan, and direction to the City Attorney to prepare the PRO Agreement.

Member Thomas commented that this community will need some kind of connection. The green space is a huge benefit and simply removing the connection is not sufficient for her.

Roll call vote on CM 24-12-174 **Yeas: Casey, Gurumurthy Heintz, Smith, Staudt, Thomas, Fischer**
Nays: None

6. **Initial review of eligibility of The Grove, to rezone property at the southeast corner of Twelve Mile Road and Meadowbrook Road to High-Density Multiple Family with a Planned Rezoning Overlay.**

Gary Shapiro, a representative from Ivanhoe was present and said his company takes pride in doing environmentally sensitive developments. They've hired outside consultants so they could be as professional as possible and be prepared. This site is 70 acres on the corner of Twelve Mile and Meadowbrook and is zoned OST. They've known about this property for 25 years and nothing's happened on it. They entered into an agreement with Trinity Hospital when they came to realize, after they bought it 30 years ago, that all of the OST uses at that time, they didn't consider. This is a very environmentally sensitive site. They began to study it and what the proper use is. They concluded that site is designed to be changed. It's clearly not OST. We sought out to use the highest and best use and put together a proposal under our zoning, restricting it from 1,000 units to 400 units with four distinct communities of multi-generational housing and a fifth area that's strictly for residential. A major focus is our awareness of connectivity and bike path. They did the Beacon Hill project across the street and donated to this community a public park and they spent far in excess cleaning up the wetland situation there, remediated the rivers to make sure they were proper and put in a trailhead. Brad Strader, of Cincar Consulting, is a land use planner. He has 40 years of experience and has worked for communities all around Novi. The vision is to take the former OST property and make a planned rezoning overlay to add what's needed in this area. We know that there's a demand for residential and the demand for OST has gone down in different areas. One thing we want to feature is the connectivity that we have. We are within an easy mile of e-bike, walking or jogging for a lot of this residential or commercial area. We know from studies that you need residential in the market area to keep the sustainability of your commercial area. We're right in the middle of commercial, including the proposed commercial on the north side of Twelve Mile. This is zoned as office service or technology by the real area is multi-use or mixed use. Approved residential includes the Lakes Health Assisted Living so there's already mixed-use residential development in the area. We are trying to appeal to the millennials and the independent seniors that aren't ready to move into assisted living but want to downsize. We've got 64 units that are geared toward independent seniors. We are keeping 7.8 acres at the corner and Trinity Health will maintain that and we are designing it in context with Trinity Health. OST isn't appropriate for this site because the market for OST has changed and because of all the wetlands. The uses of OST will obliterate the wetlands and the natural features on the site if you build the buildings and the parking and so forth. The regulations for wetlands are different than when Trinity bought it and the City's regulations are very different. Beckett-Rader came to the same conclusion and basically said the location and size and environmental features means that this site is unique and there needs to be a unique approach. They will be preserving 7.8 acres at the corner for Trinity Health which will be developed with OST uses. About 50% of the frontage on Meadowbrook and Twelve Mile will be open space. Our units will be tucked in behind and

COMMUNITY IMPACT STATEMENT

UPDATE

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THE CHESAPEAKE GROUP, INC
BUILDING A FOUNDATION FOR THE FUTURE

August 7, 2024

Prepared for

Daniel S. Weiss, CEO
Weiss Construction
41001 Grand River Avenue
Novi, Michigan 48375

The following is a brief update on the market feasibility assessment for commercial development just east of the intersection of Ten Mile and Novi Roads in Novi, Michigan. The proposed development originally comprised of about 60,000 square feet of mixed-use retail and service space on approximately ten acres of land fronting on Ten Mile Road is now about 40,000 square feet. The Chesapeake Group, Inc. (TCG) prepared The original assessment just two years ago.

TCG is the premier economic analysis and development firm in the United States, having prepared more than 1,700 analyses and plans since its inception. TCG has established a national reputation for all commercial, residential, industrial, entrepreneurial, entertainment, arts, technology, and institutional development in established and emerging communities.

The Chesapeake Group's mission is to facilitate sustainable land use, business development, redevelopment, and expansion in rural, suburban, and urban settings. TCG has been involved in numerous projects in Michigan for more than twenty-five years and maintains an office in the state. Current public sector client efforts in Michigan are in Battle Creek, Oshtemo Township, Rochester Hills, Sterling Heights, Dearborn, Delhi Township, and Detroit. TCG project areas during Covid include Adrian, Cadillac, Chesterfield Township, Genoa Township, Hillsdale, Laingsburg, Madison Heights, Meridian, Orion Township, and Sparta. Those since Covid also include White Lake Township, Baldwin, Burton,

Before Covid, some additional project areas in Michigan include Ada Township, Allendale Township, Canadian Lakes, Fennville, Grand Rapids, Hastings, Holt-Delhi Township, Hudsonville, Huron County, Kalamazoo, Lathrup Village, Mackinaw, Manton, Muskegon, Muskegon Heights, Northville, Norton Shores, Prot Huron, Shelby Township, Spring Lake, Troy, Walker-Standale, Wixom, and Zeeland.

TCG is also the only consultant engaged with the State of Michigan's Redevelopment Ready Community Certification Program for recent administrations and the former "Cool Cities Neighborhood Program" during previous administrations.

TCG has previously been involved with several efforts in Novi, including previous public and private sector plans.

The following are highlights from the 2022 analysis.

- ✓ Existing rooftops in municipal areas like Novi drive spending on retail goods and related services. New rooftops increase expenditures and demand for retail goods and related supportable space.
- ✓ The estimates of demand for retail goods and related services were based on the existing households, the rooftop growth, and an assumed modest income growth after 2022 (average annual rate of less than one-half percent) over and beyond inflation.
- ✓ Novi resident-generated retail goods and related services sales were estimated at $2.3 billion at the beginning of 2022. The sales were expected to grow to about $2.4 billion or $94 million by 2027.
- ✓ At the beginning of 2022, Novi residents were expected to support 7.25 million square feet of space at any and all locations. An additional 229,000 square feet of retail goods and services space would be supportable by 2027. There is also the potential to capture exported space in "Eat/Drink" or food services, "General Merchandise," and "Miscellaneous" retail.
- ✓ Vehicle-oriented purchase and service activity was eliminated from future growth opportunities To enhance walkability with surrounding housing and non-residential anchors. Therefore, Novi residents could support about 6 million square feet of non-vehicle space by 2027, increasing space by about 240,000 square feet over 2022.
- ✓ Three markets were defined based on travel distances and purchasing from households within those areas. The site's development would represent only 0.8 percent of the space supported by Novi residents, slightly less than one percent of the space supported by Novi residents alone, excluding vehicle sales and services space, about twenty percent of the anticipated growth space supported by Novi residents alone by 2027, slightly less than 0.7 percent of the space supported by three-mile area residents alone, excluding vehicle sales and services space, about fourteen percent of the anticipated growth space supported by three-mile area residents by 2027, and represent about 17% of the expected growth space supported by three-mile area residents by 2027.
- ✓ The development will generally consist of non-big box operations that, by nature, impede walking to and through development. Several operations are expected to be in the food and food services arena, enhancing the potential to serve the noted anchors in the area for lunch, dinner, and other times without having to get in and out of a vehicle.
- ✓ Collectively, with the enhanced linkages to existing anchors, the food and food service composition of much of the site's activity, and the proposed adjacent housing development with direct pedestrian linkages to the site, the commercial will act as a "village center" serving the neighboring residential and anchor activity.

All of the assumptions on which TCG's conclusions were based have proven to be accurate and would not change, including those that follow.

1. Novi continues to grow by adding rooftops.

   About 110 new units were permitted during 2022 and 2023.

2. The analysis assumed a modest income growth after 2022 at an average annual rate of less than one-half percent.

   This remains relatively accurate particularly for households who have homes, other investments, and other income sources or employees working for larger corporate entities.

3. Walkability continues to be desired.

   In the last two years, TCG has surveyed more than 2,500 households in surrounding Michigan communities. Safety and walkability are the two most important issues for residents.

4. The development will generally consist of non-big box operations.

   The contraction by box stores, majors and those with fewer sites around the country, continues. Every month, from the biggest boxes like Walmart to most others, the downward location trajectory continues.

5. Several operations were expected to be in the food and food services arena, enhancing the potential to serve the noted anchors in the area for lunch, dinner, and other times without having to get in and out of a vehicle.

   While some food service activity is contracting, overall demand continues to be strong. Chains like Panera Breads have faced consumer challenges head-on with success and continue to thrive. Some other chains have raised prices to an unacceptable level for the consumer. Those that have adjusted thrive, and those that do not contract.

   TCG's large-sample surveys conducted in eastern Michigan communities consistently indicate that "non-chain, local full-service restaurants are the preference for lunch and dinner.

One critcal assumption is noted. "Demand is sufficient to support the original proposal of 60,000 square feet." The proposed modified submittal is for roughly 40,000 square feet or one-third less space. The implication to conclusions is as follows

- ✓ The site's development would represent only 0.53% versus 0.8% of the space supported by Novi residents in the 2022 analysis.

Conclusions

TCG prides itself on the accuracy of its projections to benefit both the community served and, where appropriate, private interests. With the assumptions proving accurate two years later, the market-based conclusions remain the same.

With the many municipalities that seek TCG services in Michigan, TCG recommends updating the assessments every five years.

Respectfully submitted

Howard Kohn, President (*Howard Kohn electronic*)

The Chesapeake Group, Inc. (TCG)

COMMERCIAL MARKET ANALYSIS

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THE CHESAPEAKE GROUP, INC

BUILDING A FOUNDATION FOR THE FUTURE

MARKET FEASIBILITY ANALYSIS
FOR
COMMERCIAL DEVELOPMENT
NEAR THE INTERSECTION OF
TEN AND NOVI ROADS
IN
NOVI

JULY, 2022

PREPARED BY

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Market Assessment

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THE CHESAPEAKE GROUP, INC
BUILDING A FOUNDATION FOR THE FUTURE

The following is a market feasibility assessment for the development of commercial development just east of the intersection of Ten Mile and Novi Roads in Novi, Michigan. The proposed development consists of about 60,000 square feet of mixed-use retail and service space on approximately ten acres of land fronting on Ten Mile Road.

The assessment was prepared by The Chesapeake Group (TCG). TCG is the premier economic analysis and development firm in the United States, having prepared more than 1,500 analyses and plans since its inception. TCG has established a national reputation with all commercial, residential, industrial, entrepreneurial, entertainment, arts, technology, and institutional development in established and emerging communities.

The Chesapeake Group's mission is to facilitate sustainable land use, business development, redevelopment, and expansion in rural, suburban, and urban settings. TCG has been involved in numerous projects in Michigan for more than twenty-five years and maintains an office in the state. Current public sector client efforts in Michigan are located in White Lake Township, Novi, and the City of Cadillac. TCG project areas during Covid include those in Adrian, Cadillac, Chesterfield Township, Novi, Genoa Township, Hillsdale, Laingsburg, Madison Heights, Meridian, Orion Township, and Sparta.

Before Covid, additional project areas in Michigan include Ada Township, Allendale Township, Canadian Lakes, Fennville, Grand Rapids, Hastings, Holt-Delhi Township, Hudsonville, Huron County, Kalamazoo, Lathrup Village, Mackinaw, Manton, Muskegon, Muskegon Heights, Northville, Norton Shores, Prot Huron, Shelby Township, Spring Lake, Troy, Walker-Standale, Wixom, and Zeeland.

TCG has previously been involved with several efforts in Novi. TCG is also the only consultant involved with the State of Michigan's Redevelopment Ready Community Certification Program for recent administrations and the former "Cool Cities Neighborhood Program" during previous administrations.

CONTEXT

Novi is one of the most dynamic cities within the growing households in Oakland County. Growth in homes or rooftops creates new demand for commercial activity through increased spending and need for more services.

Oakland County has seen substantial household growth since 2011, or the close of the Great Recession. More than 29,000 new housing units were permitted in Oakland County between 2011 and 2021. Of these units, about 23,000 were single-family, detached homes, and roughly 6,000 were attached multi-household units.

*Table 1 - New Housing Units Permitted in Oakland County for Select 2011 through 2021 Time Period**

Oakland County	Total	Annual Average
Total Units	29,022	2638
Units in Single-Family Structures	23,060	2096
Units in All Multi-Family Structures	5,962	542
Units in 2-unit Multi-Family Structures	208	19
Units in 3- and 4-unit Multi-Family Structures	725	66
Units in 5+ Unit Multi-Family Structures	5,029	457

*Developed by The Chesapeake Group, Inc., 2022. Based on HUD's permit database.

Novi reported growth in housing units permitted between 2011 and 2021. A total of just over 2,750 new homes were permitted during those years. The increase represents about 9.5 percent of the Oakland County total.

*Table 2 - New Housing Units Permitted in Novi for Select Periods from 2011 through 2021**

Total 2011 through 2021	Annual Average 2011 - 2021	2018-2021	Annual Average 2018-2921
2758	251	772	193

*Developed by The Chesapeake Group, Inc., 2022. Based on HUD's permit database.

Future growth in rooftops can be based on recent history. Utilization of the historical patterns indicates a range for new units for Oakland County and Novi. For Oakland County, the range in annual average units permitted range is from about 2,640 to 2,780. Utilization of the lower estimate for future projects results in the potential growth by 2030 of about 23,750 new permitted units. Utilizing the lower units contributes to a lower estimation of demand for commercial goods and services. It allows for short-term downturns due to fluctuating national and regional economic conditions.

For Novi, the average annual permits issued for 2011 through 2021 was 251, and the yearly average number permitted between 2018 and 2021 was 193. Employing the smaller number results in the potential for about an additional 1,740 units by 2030.

*Table 3 - New Housing Units Permitted in Novi for Select Periods from 2011 through 2021 and Low Estimate for 2030**

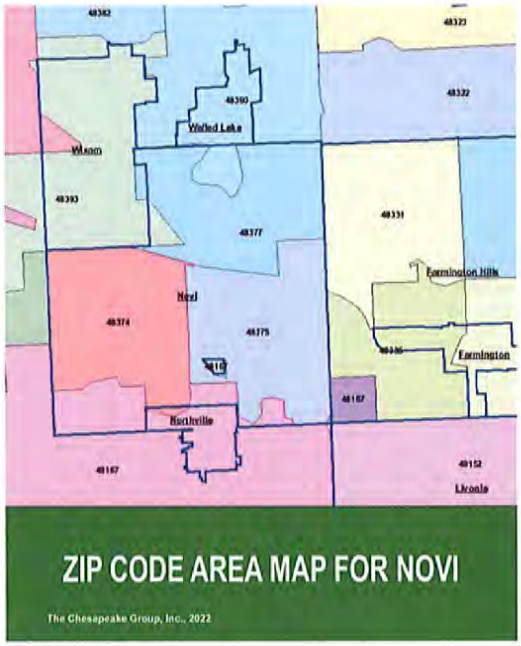
Total 2011-2021	Annual Average 2011-2021	Annual Average 2018-2021	Units added 2030 (low estimate)
2758	251	193	1737

*Developed by The Chesapeake Group, Inc., 2022. Based on HUD's permit database.

Household incomes are the primary source of spending in a community for commercial goods and services. According to the United States Census, the population for 2021 in Novi was estimated at about 66,500. The number of households was 24,130, and the median average household income was estimated at around $93,940.

The median household income is generally well below, often forty to sixty percent below the mean household income, with the latter income a better reflection of actual purchasing ability.

There are three zip code areas in which residents of Novi reside. These three zip codes are 48375, 48377, and 48374. Surveys conducted by TCG in the past two years in other communities near Novi contained a significant number of residents of those zip codes. The compilation of those responses indicates that the mean average income is over $120,000. Yet, to provide the most conservative estimate of current and future demand for commercial goods and services, the Census's median average income is used to define the demand.



SURROUNDINGS

The site is within walking distance of both residential and non-residential activity. Most demand for commercial results from household spending often near homes but also near employment or other activity generators.

One significant facility within walking distance is the Novi Ice Arena. The Arena opened over twenty years ago. The Arena offers two NHL-regulation-sized ice sheets, heated viewing areas with capacities of 200 and 750, skate rentals, and meeting space. The Arena hosts numerous programs, including the Novi Youth Hockey Association, Figure Skating Club of Novi, Novi High School, Northville High School, and the City of Novi after-school programs. Its offerings include adult hockey, tournaments, instructional programs for hockey and skating, drop-in open hockey and skating, and private lessons attracting people throughout the year.

Adjacent to the Novi Ice Arena and closer to the site is the Novi Athletic Club. West of the site within a reasonable walk is the Novi Civic Center, including municipal offices, meeting and event spaces for lease for a range of activities, and sports fields at the Ella Mae Power Park. Within a few block radius is also multi and single-family housing developments.

RETAIL GOODS AND RELATED SERVICES DEMAND FORECASTS

Existing rooftops in municipal areas like Novi drive spending on retail goods and related services. New rooftops also increases spending and demand for retail goods and related supportable space. It is noted that no jurisdiction can be expected to capture all demand created by any market, including its residents. Spending will occur in many places, including operations near home and work. Online purchases, vacation spending, and other activity diminish local sales. On the other hand, people living nearby, working within the area, employed nearby, and those coming to the site for various purposes will spend money in Novi and the specific location, as proven by the existing Walgreens and other adjacent or near non-residential activity. Some dollars are exported, while others are imported.

The estimates of demand for retail goods and related services are based on the existing households, the growth in rooftops, and an assumed modest income growth after 2022 (average annual rate of less than one-half percent) over and beyond inflation. The noted sales are inconstant dollars, excluding inflation.

Three market areas are defined, providing different estimates of opportunities but all reaching similar conclusions as to the viability of retail goods and related services space on the site at Ten Mile and Novi Roads.

The first market area is the smallest of the three based on rooftops, including only those within the municipal boundaries of the City of Novi.

- Novi resident-generated retail goods and related services sales are estimated at $2.3 billion at the beginning of 2022.
- The sales are expected to grow to about $2.4 billion, or $94 million by 2027, based on the anticipated growth in rooftops and a very modest increase in real income,

*Table 4 – Novi Resident Generated Retail Goods and Related Services Sales for 2022 and 2027 and the Change from 2022 to 2027**

Category	2021	2027	change 2021-27
Food	204,479,000	212,909,000	8,430,000
Eat/Drink	330,715,000	344,349,000	13,634,000
General Merchandise	292,731,000	304,799,000	12,068,000
Furniture	70,510,000	73,417,000	2,907,000
Transportation	273,170,000	284,432,000	11,262,000
Drugstore	166,040,000	172,885,000	6,845,000
Apparel	176,958,000	184,253,000	7,295,000
Hardware	179,005,000	186,384,000	7,380,000
Vehicle Service	232,683,000	242,276,000	9,593,000
Miscellaneous	348,229,000	362,585,000	14,356,000
TOTAL	$2,274,520,000	$2,368,290,000	$93,770,000

*Developed by The Chesapeake Group, Inc., 2022. Further breakdown of retail goods and related services demand is found in the appendix.

- Novi residents are expected to support 7.25 million square feet of space at any and all locations at the beginning of 2022.
- An additional 229,000 square feet of retail goods and services space will be supportable by 2027.
- There is also the potential to capture exported space in "Eat/Drink" or food services, "General Merchandise," and "Miscellaneous" retail.

*Table 5 – Novi Resident Generated Retail Goods and Related Services Space in Square Feet for 2022 and 2027 and the Change from 2022 to 2027**

Category	2021	2027	2021-27
Food	325,270	338,679	13,409
Eat/Drink	787,417	819,879	32,462
General Merchandise	1,737,439	1,809,064	71,627
Furniture	162,289	168,979	6,691
Transportation	895,278	932,188	36,909
Drugstore	162,784	169,495	6,711
Apparel	490,979	511,221	20,241
Hardware	729,441	759,510	30,073
Vehicle Service	566,463	589,817	23,354
Miscellaneous	1,390,669	1,448,000	57,331
TOTAL	7,248,029	7,546,832	298,808

*Developed by The Chesapeake Group, Inc., 2022. Further breakdown of retail goods and related services demand is found in the appendix.

- Most commercial opportunities are appropriate for the site. However, to enhance walkability with surrounding housing and non-residential anchors, vehicle-oriented purchase and services activity is eliminated from future growth opportunities. Therefore, Novi residents will support about 6 million square feet of non-vehicle space by 2027, increasing space by about 240,000 square feet over 2022.
- Retail and entertainment are today and will continue to be linked in the future linked so that one creates an experience, not merely a shopping trip or a trip to a restaurant. The catalytic activity and focus would be food service establishments as Covid-19's impact diminishes.

*Table 6 – Novi Resident Generated Retail Goods and Related Services Space in Square Feet for 2022 and 2027 and the Change from 2022 to 2027, Excluding Vehicle Service and Purchase Space**

Category	2021	2027	2021-27
Food	325,270	338,679	13,409
Eat/Drink	787,417	819,879	32,462
General Merchandise	1,737,439	1,809,064	71,627
Furniture	162,289	168,979	6,691
Drugstore	162,784	169,495	6,711
Apparel	490,979	511,221	20,241
Hardware	729,441	759,510	30,073
Miscellaneous	1,390,669	1,448,000	57,331
TOTAL	5,788,309	6,026,854	238,545

*Developed by The Chesapeake Group, Inc., 2022. Further breakdown of retail goods and related services demand is found in the appendix.

The second market area is a three-mile radius. In this case, it closely resembles the first market area in scale and resident households.

- Novi and very nearby residents generate retail goods and related services sales of about $3.3 billion at the beginning of 2022.
- The sales are expected to grow to $3.4 billion, or by $108 million by 2027, based on the anticipated growth in rooftops and a very modest increase in real income,

*Table 7 – Residents of a Three-Mile Radius Generated Retail Goods and Related Services Sales for 2022 and 2027 and the Change from 2022 to 2027**

Category	2021	2027	change 2021-27
Food	295,029,000	304,736,000	9,707,000
Eat/Drink	477,166,000	492,865,000	15,699,000
General Merchandise	422,361,000	436,257,000	13,896,000
Furniture	101,734,000	105,081,000	3,347,000
Transportation	394,138,000	407,105,000	12,967,000
Drugstore	239,568,000	247,450,000	7,882,000
Apparel	255,320,000	263,720,000	8,400,000
Hardware	258,274,000	266,771,000	8,497,000
Vehicle Service	335,723,000	346,768,000	11,045,000
Miscellaneous	502,436,000	518,966,000	16,530,000
TOTAL	$3,281,750,000	$3,389,721,000	$107,971,000

*Developed by The Chesapeake Group, Inc., 2022. Further breakdown of retail goods and related services demand is found in the appendix.

- Residents with a three-mile radius are expected to support about 10.5 million square feet of space at any and all locations at the beginning of 2022.
- An additional 344,000 square feet of retail goods and related services space will be supportable by 2027.

*Table 8 – Residents of a Three-Mile Radius Supportable Retail Goods and Related Services Space in Square Feet for 2022 and 2027 and the Change from 2022 to 2027**

Category	2021	2027	2021-27
Food	469,310	484,750	15,442
Eat/Drink	1,136,110	1,173,488	37,379
General Merchandise	2,506,825	2,589,304	82,477
Furniture	234,154	241,858	7,704
Drugstore	234,871	242,598	7,727
Apparel	708,399	731,705	23,306
Hardware	1,052,459	1,087,085	34,625
Vehicle Service	817,312	844,201	26,889
Miscellaneous	2,006,500	2,072,514	66,012
TOTAL	10,457,675	10,801,734	344,058

*Developed by The Chesapeake Group, Inc., 2022. Further breakdown of retail goods and related services demand is found in the appendix.

- Suppose vehicle-oriented activity is eliminated from the future growth opportunities. N that case, residents within the three-mile radius will support about 8.6 million square feet of non-vehicle space by 2027, increasing space by about 275,000 square feet over the beginning of 2022.

*Table 9 – Residents of a Three-Mile Radius Supportable Retail Goods and Related Services Space in Square Feet for 2022 and 2027 and the Change from 2022 to 2027, Excluding Vehicle Purchase and Service Space**

Category	2021	2027	2021-27
Food	469,310	484,750	15,442
Eat/Drink	1,136,110	1,173,488	37,379
General Merchandise	2,506,825	2,589,304	82,477
Furniture	234,154	241,858	7,704
Drugstore	234,871	242,598	7,727
Apparel	708,399	731,705	23,306
Hardware	1,052,459	1,087,085	34,625
Miscellaneous	2,006,500	2,072,514	66,012
TOTAL	8,350,649	8,625,329	274,672

*Developed by The Chesapeake Group, Inc., 2022. Further breakdown of retail goods and related services demand is found in the appendix.

The third is the largest in terms of both geographic area and rooftops. The five-mile radius associated with this market is the typical or normal area served by neighborhood and community scale retail goods and related services associated with the roughly ten-acre scale of the site.

- Residents within a five-mile radius generate an estimated $7.2 billion in retail goods and related services sales at the beginning of 2022.
- The sales are expected to grow to about $7.3 billion, or $133 million by 2027, based on the anticipated growth in rooftops and a very modest increase in real income,

*Table 10 – Residents of a Five-Mile Radius Generated Retail Goods and Related Services Sales for 2022 and 2027 and the Change from 2022 to 2027**

Category	2021	2027	change 2021-27
Food	645,160,000	657,181,000	12,021,000
Eat/Drink	1,043,451,000	1,062,894,000	19,443,000
General Merchandise	923,605,000	940,814,000	17,210,000
Furniture	222,469,000	226,614,000	4,145,000
Transportation	861,888,000	877,947,000	16,060,000
Drugstore	523,878,000	533,640,000	9,761,000
Apparel	558,325,000	568,729,000	10,403,000
Hardware	564,784,000	575,308,000	10,524,000
Vehicle Service	734,147,000	747,827,000	13,679,000
Miscellaneous	1,098,709,000	1,119,182,000	20,472,000
TOTAL	$7,176,417,000	$7,310,135,000	$133,718,000

*Developed by The Chesapeake Group, Inc., 2022. Further breakdown of retail goods and related services demand is found in the appendix.

- Residents with a five-mile radius are expected to support about 22.9 million square feet of space at any and all locations at the beginning of 2022.
- An additional 426,000 square feet of retail goods and related services space will be supportable by 2027.

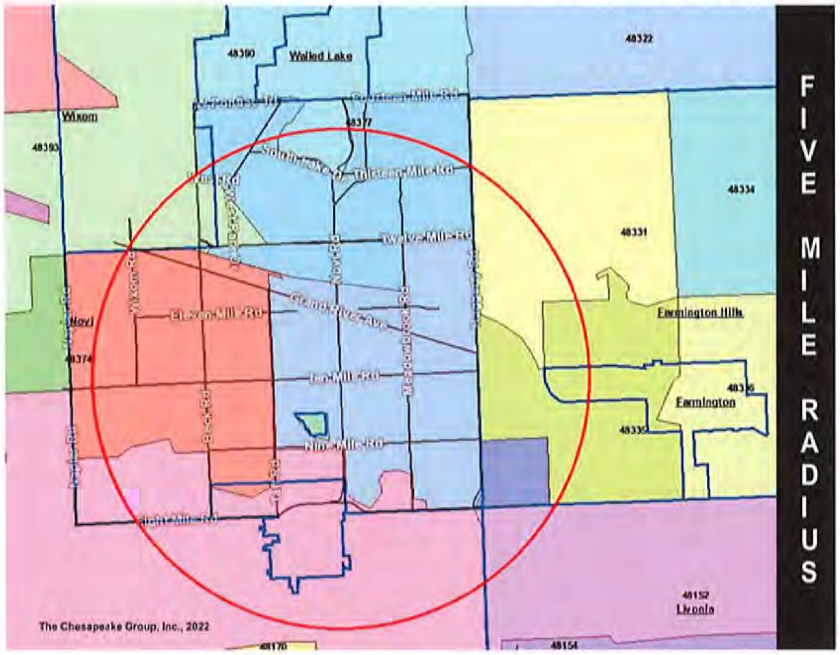


*Table 11 – Residents of a Five-Mile Radius Supportable Retail Goods and Related Services Space in Square Feet for 2022 and 2027 and the Change from 2022 to 2027**

Category	2021	2027	2021-27
Food	1,026,272	1,045,395	19,122
Eat/Drink	2,484,407	2,530,700	46,293
General Merchandise	5,481,844	5,583,984	102,147
Furniture	512,043	521,583	9,540
Transportation	2,824,722	2,877,353	52,634
Drugstore	513,606	523,176	9,570
Apparel	1,549,102	1,577,970	28,864
Hardware	2,301,479	2,344,365	42,885
Vehicle Service	1,787,268	1,820,572	33,301
Miscellaneous	4,387,743	4,469,505	81,758
TOTAL	22,868,486	23,294,603	426,114

*Developed by The Chesapeake Group, Inc., 2022. Further breakdown of retail goods and related services demand is found in the appendix.

- Suppose vehicle-oriented purchase and service activity is eliminated from the future growth opportunities. Residents within the five-mile radius will support about 18.3 million square feet of non-vehicle space by 2027, increasing space by about 340,000 square feet over the beginning of 2022.

*Table 12 – Residents of a Five-Mile Radius Supportable Retail Goods and Related Services Space in Square Feet for 2022 and 2027 and the Change from 2022 to 2027, Excluding Vehicle Purchase and Service Space**

Category	2021	2027	2021-27
Food	1,026,272	1,045,395	19,122
Eat/Drink	2,484,407	2,530,700	46,293
General Merchandise	5,481,844	5,583,984	102,147
Furniture	512,043	521,583	9,540
Drugstore	513,606	523,176	9,570
Apparel	1,549,102	1,577,970	28,864
Hardware	2,301,479	2,344,365	42,885
Miscellaneous	4,387,743	4,469,505	81,758
TOTAL	18,258,517	18,598,705	340,179

*Developed by The Chesapeake Group, Inc., 2022. Further breakdown of retail goods and related services demand is found in the appendix.

Site Development Potential

As previously defined, the proposed development consists of about 60,000 square feet of mixed-use retail and service space on approximately ten acres of land fronting on Ten Mile Road. While the specific tenant mix is currently unknown now, food and food services are likely to be a significant component of the development. Tenants may include a small market, sidewalk cafes, a bakery, and "Panera Breads-type" operations mixed with other miscellaneous retail and services. The proposed development is viable given current and anticipated growth in supportable space based on the three defined markets.

Novi Residents Only

- The site's development would represent only 0.8 percent of the space supported by Novi residents alone.
- The site's development would represent slightly less than one percent of the space supported by Novi residents alone, excluding vehicle sales and services space.
- The site's development would represent about twenty percent of the anticipated growth space supported by Novi residents alone by 2027.

Three-mile Area Residents

- The site's development would represent only 0.6 percent of the space supported by residents within three miles.
- The site's development would represent slightly less than 0.7 percent of the space supported by three-mile area residents alone, excluding vehicle sales and services space.
- The site's development would represent about fourteen percent of the anticipated growth space supported by three-mile area residents by 2027.

Five-mile Area Residents or the Traditional Market Area for Neighborhood and Community Commercial

- The site's development would represent only 0.26 percent of the space supported by residents within five-miles or the traditional neighborhood and community-scaled commercial centers.
- The site's development would represent slightly more than 0.3 percent of the space supported by five-mile area residents alone, excluding vehicle sales and services space.
- The site's development would represent about seventeen percent of the anticipated growth space supported by three-mile area residents by 2027.

The following is also noted for the above three market estimates.

- Amounts less than three percent are considered insignificant from a statistical perspective. Therefore and in all cases, the proposed development does not adversely impact demand for existing commercial. The development does not hinder and affords the opportunity for further growth in retail space on other sites.
- From the smallest to the largest market, space supported by growth should have no adverse impact on any existing businesses that maintain their competitiveness since the sales and space are derived from new households and income that does not presently exist.
- As part of the effort, TCG conducted a survey of available retail spaces in Novi that indicates the following.
    - The retail space market is viable based on achievable rent levels.
    - Rent levels for spaces built between 2010 and the present, rents range generally range from $30 to $40 per square foot. Most spaces built since 2010 lease for $35 to $40 per square foot.
    - Even those built before 2010 most often lease for $20 to $30 per square foot, with some exceeding $30 per square foot.

COMPATIBILITY AND WALKABILITY

The site has significant potential to enhance the walkable nature of this area of Novi.

1. The development will generally consist of non-big box operations that, by nature, impede walking to and through development.

2. Several operations are expected to be in the food and food services arena, enhancing the potential to serve the noted anchors in the area for lunch, dinner, and other times without having to get in and out of a vehicle.

3. Adjacent to the site on the east and south is an additional fourteen acres of new housing. The development will likely contain about seventy-three-bedroom condominiums and will have walking and driving access to the commercial site.

4. This additional housing will also create the opportunity for enhanced pedestrian linkage to some of the area's anchors, like the ice arena and Novi Athletic Club. It also provides the opportunity for improved connections to other existing residential neighborhoods to the east and south.

5. Collectively, with the enhanced linkages to existing anchors, the food and food service composition of much of the activity on the site, and the proposed adjacent other housing development with direct pedestrian linkages to the site, the commercial will act as a "village center" serving the neighboring residential and anchor activity.

Appendix

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*Permits Issued for New Housing Units for Oakland County from 2011 through 2021**

Oakland County	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Total Units	3,174	2,475	2,842	2,642	3,707	3,196	2,645	2,458	2,705	1,901	1,277
Units in Single-Family Structures	2,044	1,935	1,976	2,482	2,744	2,143	2,180	2,114	2,296	1,880	1,266
Units in All Multi-Family Structures	1,130	540	866	160	963	1,053	465	344	409	21	11
Units in 2-unit Multi-Family Structures	20	14	0	16	4	60	58	16	14	6	0
Units in 3 & 4-unit Multi-Fam Structures	127	111	83	71	105	49	44	49	60	15	11
Units in 5+ Unit Multi-Family Structures	983	415	783	73	854	944	363	279	335	0	0

*Developed by The Chesapeake Group, Inc., 2022, based on HUD data.

*Permits Issued for New Housing Units for Novi from 2011 through 2021**

Novi	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Total Units	114	321	190	147	516	184	289	203	197	322	275
Units in Single-Family Structures	114	218	190	147	181	184	173	198	197	316	275
Units in All Multi-Family Structures	0	103	0	0	335	0	116	5	0	6	0
Units in 2-unit Multi-Family Structures	0	0	0	0	0	0	0	0	0	6	0
Units in 3 & 4-unit Multi-Fam Structures	0	0	0	0	32	0	0	0	0	0	0
Units in 5+ Unit Multi-Family Structures	0	103	0	0	303	0	116	5	0	0	0

*Developed by The Chesapeake Group, Inc., 2022, based on HUD data.

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*Novi Resident Generated Retail Goods and Related Services Sales and Space in Square Feet for 2022 and 2027 and the Change from 2022 to 2027, Excluding Vehicle Service and Purchase Space**

Sub-category	2021 Sales	2027 Sales	2021-27 Sales	2021 Space	2027 Space	2021-27 Space
Food	204,479,000	212,909,000	8,430,000	325,270	338,679	13,409
Supermarkets	170,739,965	177,779,015	7,039,050	258,697	269,362	10,665
Independents	16,358,320	17,032,720	674,400	40,896	42,582	1,686
Bakeries	4,498,538	4,683,998	185,460	14,995	15,613	618
Dairies	2,658,227	2,767,817	109,590	7,384	7,688	304
Others	10,223,950	10,645,450	421,500	3,298	3,434	136
Eat/Drink	330,715,000	344,349,000	13,634,000	787,417	819,879	32,462
General Merchandise	292,731,000	304,799,000	12,068,000	1,737,439	1,809,064	71,627
Dept. Stores	103,626,774	107,898,846	4,272,072	431,778	449,579	17,800
Variety Stores	21,076,632	21,945,528	868,896	123,980	129,091	5,111
Jewelry	20,198,439	21,031,131	832,692	28,449	29,621	1,173
Sporting Goods/Toys	31,907,679	33,223,091	1,315,412	127,631	132,892	5,262
Discount Dept.	109,774,125	114,299,625	4,525,500	997,947	1,039,088	41,141
Antiques, etc.	1,463,655	1,523,995	60,340	6,364	6,626	262
Others	4,683,696	4,876,784	193,088	21,290	22,167	878
Furniture	70,510,000	73,417,000	2,907,000	162,289	168,979	6,691
Furniture	10,647,010	11,085,967	438,957	34,345	35,761	1,416
Home Furnishings	14,666,080	15,270,736	604,656	54,319	56,558	2,239
Store/Office Equip.	11,140,580	11,599,886	459,306	23,210	24,166	957
Music Instr./Suppl.	3,031,930	3,156,931	125,001	15,160	15,785	625
Radios,TV, etc.	31,024,400	32,303,480	1,279,080	35,255	36,709	1,454
Transportation	273,170,000	284,432,000	11,262,000	895,278	932,188	36,909
New/Used Vehicles	95,609,500	99,551,200	3,941,700	239,024	248,878	9,854
Tires, Batt., Prts.	120,467,970	125,434,512	4,966,542	501,950	522,644	20,694
Marine Sales/Rentals	14,478,010	15,074,896	596,886	39,130	40,743	1,613
Auto/Truck Rentals	42,614,520	44,371,392	1,756,872	115,174	119,923	4,748
Drugstore	166,040,000	172,885,000	6,845,000	162,784	169,495	6,711
Apparel	176,958,000	184,253,000	7,295,000	490,979	511,221	20,241
Men's and Boy's	23,181,498	24,137,143	955,645	57,954	60,343	2,389
Women's and Girl's	58,750,056	61,171,996	2,421,940	158,784	165,330	6,546
Infants	3,716,118	3,869,313	153,195	12,387	12,898	511
Family	49,194,324	51,222,334	2,028,010	196,777	204,889	8,112
Shoes	36,984,222	38,508,877	1,524,655	42,028	43,760	1,733
Jeans/Leather	707,832	737,012	29,180	2,359	2,457	97
Tailors/Uniforms	3,185,244	3,316,554	131,310	15,926	16,583	657
Others	1,238,706	1,289,771	51,065	4,764	4,961	196
Hardware	179,005,000	186,384,000	7,380,000	729,441	759,510	30,073
Hardware	86,638,420	90,209,856	3,571,920	315,049	328,036	12,989
Lawn/Seed/Fertil.	3,401,095	3,541,296	140,220	10,003	10,416	412
Others	88,965,485	92,632,848	3,667,860	404,389	421,058	16,672
Vehicle Service	232,683,000	242,276,000	9,593,000	566,463	589,817	23,354
Gasoline	79,112,220	82,373,840	3,261,620	54,560	56,810	2,249
Garage, Repairs	153,570,780	159,902,160	6,331,380	511,903	533,007	21,105
Miscellaneous	348,229,000	362,585,000	14,356,000	1,390,669	1,448,000	57,331
Advert. Signs, etc.	5,571,664	5,801,360	229,696	20,261	21,096	835
Barber/Beauty shop	21,241,969	22,117,685	875,716	106,210	110,588	4,379
Book Stores	16,018,534	16,678,910	660,376	88,992	92,661	3,669
Bowling	8,009,267	8,339,455	330,188	80,093	83,395	3,302
Cig./Tobacco Dealer	2,437,603	2,538,095	100,492	4,875	5,076	201
Dent./Physician Lab	13,929,160	14,503,400	574,240	42,859	44,626	1,767
Florist/Nurseries	26,117,175	27,193,875	1,076,700	61,452	63,986	2,533
Laundry, Dry Clean	11,839,786	12,327,890	488,104	39,466	41,093	1,627
Optical Goods/Opt.	8,357,496	8,702,040	344,544	23,879	24,863	984
Photo Sup./Photog.	24,027,801	25,018,365	990,564	68,651	71,481	2,830
Printing	28,206,549	29,369,385	1,162,836	102,569	106,798	4,228
Paper/Paper Prod.	14,973,847	15,591,155	617,308	74,869	77,956	3,087
Gifts/Cards/Novel.	49,796,747	51,849,655	2,052,908	165,989	172,832	6,843
Newsstands	2,785,832	2,900,680	114,848	5,572	5,801	230
Video Rent/Sales	45,269,770	47,136,050	1,866,280	226,349	235,680	9,331
Others	69,645,800	72,517,000	2,871,200	278,583	290,068	11,485
TOTAL	2,274,520,000	2,368,289,000	93,770,000	7,248,029	7,546,832	298,808

*Developed by The Chesapeake Group, Inc., 2022,

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*Residents of a Three-Mile Radius Sales and Supportable Retail Goods and Related Services Space in Square Feet for 2022 and 2027 and the Change from 2022 to 2027, Excluding Vehicle Purchase and Service Space**

Sub-category	2021 Sales	2027 Sales	2021-27 Sales	2021 Space	2027 Space	2021-27 Space
Food	295,029,000	304,736,000	9,707,000	469,310	484,750	15,442
Supermarkets	246,349,215	254,454,560	8,105,345	373,256	385,537	12,281
Independents	23,602,320	24,378,880	776,560	59,006	60,947	1,941
Bakeries	6,490,638	6,704,192	213,554	21,635	22,347	712
Dairies	3,835,377	3,961,568	126,191	10,654	11,004	351
Others	14,751,450	15,236,800	485,350	4,759	4,915	157
Eat/Drink	477,166,000	492,865,000	15,699,000	1,136,110	1,173,488	37,379
General Merchandise	422,361,000	436,257,000	13,896,000	2,506,825	2,589,304	82,477
Dept. Stores	149,515,794	154,434,978	4,919,184	622,982	643,479	20,497
Variety Stores	30,409,992	31,410,504	1,000,512	178,882	184,768	5,885
Jewelry	29,142,909	30,101,733	958,824	41,046	42,397	1,350
Sporting Goods/Toys	46,037,349	47,552,013	1,514,664	184,149	190,208	6,059
Discount Dept.	158,385,375	163,596,375	5,211,000	1,439,867	1,487,240	47,373
Antiques, etc.	2,111,805	2,181,285	69,480	9,182	9,484	302
Others	6,757,776	6,980,112	222,336	30,717	31,728	1,011
Furniture	101,734,000	105,081,000	3,347,000	234,154	241,858	7,704
Furniture	15,361,834	15,867,231	505,397	49,554	51,185	1,630
Home Furnishings	21,160,672	21,856,848	696,176	78,373	80,951	2,578
Store/Office Equip.	16,073,972	16,602,798	528,826	33,487	34,589	1,102
Music Instr./Suppl.	4,374,562	4,518,483	143,921	21,873	22,592	720
Radios,TV, etc.	44,762,960	46,235,640	1,472,680	50,867	52,541	1,674
Transportation	394,138,000	407,105,000	12,967,000	1,291,735	1,334,231	42,497
New/Used Vehicles	137,948,300	142,486,750	4,538,450	344,871	356,217	11,346
Tires, Batt., Prts.	173,814,858	179,533,305	5,718,447	724,229	748,055	23,827
Marine Sales/Rentals	20,889,314	21,576,565	687,251	56,458	58,315	1,857
Auto/Truck Rentals	61,485,528	63,508,380	2,022,852	166,177	171,644	5,467
Drugstore	239,568,000	247,450,000	7,882,000	234,871	242,598	7,727
Apparel	255,320,000	263,720,000	8,400,000	708,399	731,705	23,306
Men's and Boy's	33,446,920	34,547,320	1,100,400	83,617	86,368	2,751
Women's and Girl's	84,766,240	87,555,040	2,788,800	229,098	236,635	7,537
Infants	5,361,720	5,538,120	176,400	17,872	18,460	588
Family	70,978,960	73,314,160	2,335,200	283,916	293,257	9,341
Shoes	53,361,880	55,117,480	1,755,600	60,639	62,634	1,995
Jeans/Leather	1,021,280	1,054,880	33,600	3,404	3,516	112
Tailors/Uniforms	4,595,760	4,746,960	151,200	22,979	23,735	756
Others	1,787,240	1,846,040	58,800	6,874	7,100	226
Hardware	258,274,000	266,771,000	8,497,000	1,052,459	1,087,085	34,625
Hardware	125,004,616	129,117,164	4,112,548	454,562	469,517	14,955
Lawn/Seed/Fertil.	4,907,206	5,068,649	161,443	14,433	14,908	475
Others	128,362,178	132,585,187	4,223,009	583,464	602,660	19,195
Vehicle Service	335,723,000	346,768,000	11,045,000	817,312	844,201	26,889
Gasoline	114,145,820	117,901,120	3,755,300	78,721	81,311	2,590
Garage, Repairs	221,577,180	228,866,880	7,289,700	738,591	762,890	24,299
Miscellaneous	502,436,000	518,966,000	16,530,000	2,006,500	2,072,514	66,012
Advert. Signs, etc.	8,038,976	8,303,456	264,480	29,233	30,194	962
Barber/Beauty shop	30,648,596	31,656,926	1,008,330	153,243	158,285	5,042
Book Stores	23,112,056	23,872,436	760,380	128,400	132,625	4,224
Bowling	11,556,028	11,936,218	380,190	115,560	119,362	3,802
Cig./Tobacco Dealer	3,517,052	3,632,762	115,710	7,034	7,266	231
Dent./Physician Lab	20,097,440	20,758,640	661,200	61,838	63,873	2,034
Florist/Nurseries	37,682,700	38,922,450	1,239,750	88,665	91,582	2,917
Laundry, Dry Clean	17,082,824	17,644,844	562,020	56,943	58,816	1,873
Optical Goods/Opt.	12,058,464	12,455,184	396,720	34,453	35,586	1,133
Photo Sup./Photog.	34,668,084	35,808,654	1,140,570	99,052	102,310	3,259
Printing	40,697,316	42,036,246	1,338,930	147,990	152,859	4,869
Paper/Paper Prod.	21,604,748	22,315,538	710,790	108,024	111,578	3,554
Gifts/Cards/Novel.	71,848,348	74,212,138	2,363,790	239,494	247,374	7,879
Newsstands	4,019,488	4,151,728	132,240	8,039	8,303	264
Video Rent/Sales	65,316,680	67,465,580	2,148,900	326,583	337,328	10,745
Others	100,487,200	103,793,200	3,306,000	401,949	415,173	13,224
TOTAL	3,281,749,000	3,389,719,000	107,970,000	10,457,675	10,801,734	344,058

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*Residents of a Five-Mile Radius Sales and Supportable Retail Goods and Related Services Space in Square Feet for 2022 and 2027 and the Change from 2022 to 2027, Excluding Vehicle Purchase and Service Space**

Sub-category	2021 Sales	2027 Sales	2021-27 Sales	2021 Space	2027 Space	2021-27 Space
Food	645,160,000	657,181,000	12,021,000	1,026,272	1,045,395	19,122
Supermarkets	538,708,600	548,746,135	10,037,535	816,225	831,434	15,208
Independents	51,612,800	52,574,480	961,680	129,032	131,436	2,404
Bakeries	14,193,520	14,457,982	264,462	47,312	48,193	882
Dairies	8,387,080	8,543,353	156,273	23,297	23,732	434
Others	32,258,000	32,859,050	601,050	10,406	10,600	194
Eat/Drink	1,043,451,000	1,062,894,000	19,443,000	2,484,407	2,530,700	46,293
General Merchandise	923,605,000	940,814,000	17,210,000	5,481,844	5,583,984	102,147
Dept. Stores	326,956,170	333,048,156	6,092,340	1,362,317	1,387,701	25,385
Variety Stores	66,499,560	67,738,608	1,239,120	391,174	398,462	7,289
Jewelry	63,728,745	64,916,166	1,187,490	89,759	91,431	1,673
Sporting Goods/Toys	100,672,945	102,548,726	1,875,890	402,692	410,195	7,504
Discount Dept.	346,351,875	352,805,250	6,453,750	3,148,653	3,207,320	58,670
Antiques, etc.	4,618,025	4,704,070	86,050	20,078	20,452	374
Others	14,777,680	15,053,024	275,360	67,171	68,423	1,252
Furniture	222,469,000	226,614,000	4,145,000	512,043	521,583	9,540
Furniture	33,592,819	34,218,714	625,895	108,364	110,383	2,019
Home Furnishings	46,273,552	47,135,712	862,160	171,384	174,577	3,193
Store/Office Equip.	35,150,102	35,805,012	654,910	73,229	74,594	1,364
Music Instr./Suppl.	9,566,167	9,744,402	178,235	47,831	48,722	891
Radios,TV, etc.	97,886,360	99,710,160	1,823,800	111,235	113,307	2,073
Transportation	861,888,000	877,947,000	16,060,000	2,824,722	2,877,353	52,634
New/Used Vehicles	301,660,800	307,281,450	5,621,000	754,152	768,204	14,053
Tires, Batt., Prts.	380,092,608	387,174,627	7,082,460	1,583,719	1,613,228	29,510
Marine Sales/Rentals	45,680,064	46,531,191	851,180	123,460	125,760	2,300
Auto/Truck Rentals	134,454,528	136,959,732	2,505,360	363,391	370,161	6,771
Drugstore	523,878,000	533,640,000	9,761,000	513,606	523,176	9,570
Apparel	558,325,000	568,729,000	10,403,000	1,549,102	1,577,970	28,864
Men's and Boy's	73,140,575	74,503,499	1,362,793	182,851	186,259	3,407
Women's and Girl's	185,363,900	188,818,028	3,453,796	500,984	510,319	9,335
Infants	11,724,825	11,943,309	218,463	39,083	39,811	728
Family	155,214,350	158,106,662	2,892,034	620,857	632,427	11,568
Shoes	116,689,925	118,864,361	2,174,227	132,602	135,073	2,471
Jeans/Leather	2,233,300	2,274,916	41,612	7,444	7,583	139
Tailors/Uniforms	10,049,850	10,237,122	187,254	50,249	51,186	936
Others	3,908,275	3,981,103	72,821	15,032	15,312	280
Hardware	564,784,000	575,308,000	10,524,000	2,301,479	2,344,365	42,885
Hardware	273,355,456	278,449,072	5,093,616	994,020	1,012,542	18,522
Lawn/Seed/Fertil.	10,730,896	10,930,852	199,956	31,561	32,150	588
Others	280,697,648	285,928,076	5,230,428	1,275,898	1,299,673	23,775
Vehicle Service	734,147,000	747,827,000	13,679,000	1,787,268	1,820,572	33,301
Gasoline	249,609,980	254,261,180	4,650,860	172,145	175,353	3,207
Garage, Repairs	484,537,020	493,565,820	9,028,140	1,615,123	1,645,219	30,094
Miscellaneous	1,098,709,000	1,119,182,000	20,472,000	4,387,743	4,469,505	81,758
Advert. Signs, etc.	17,579,344	17,906,912	327,552	63,925	65,116	1,191
Barber/Beauty shop	67,021,249	68,270,102	1,248,792	335,106	341,351	6,244
Book Stores	50,540,614	51,482,372	941,712	280,781	286,013	5,232
Bowling	25,270,307	25,741,186	470,856	252,703	257,412	4,709
Cig./Tobacco Dealer	7,690,963	7,834,274	143,304	15,382	15,669	287
Dent./Physician Lab	43,948,360	44,767,280	818,880	135,226	137,745	2,520
Florist/Nurseries	82,403,175	83,938,650	1,535,400	193,890	197,503	3,613
Laundry, Dry Clean	37,356,106	38,052,188	696,048	124,520	126,841	2,320
Optical Goods/Opt.	26,369,016	26,860,368	491,328	75,340	76,744	1,404
Photo Sup./Photog.	75,810,921	77,223,558	1,412,568	216,603	220,639	4,036
Printing	88,995,429	90,653,742	1,658,232	323,620	329,650	6,030
Paper/Paper Prod.	47,244,487	48,124,826	880,296	236,222	240,624	4,401
Gifts/Cards/Novel.	157,115,387	160,043,026	2,927,496	523,718	533,477	9,758
Newsstands	8,789,672	8,953,456	163,776	17,579	17,907	328
Video Rent/Sales	142,832,170	145,493,660	2,661,360	714,161	727,468	13,307
Others	219,741,800	223,836,400	4,094,400	878,967	895,346	16,378
TOTAL	7,176,416,000	7,310,136,000	133,718,000	22,868,486	23,294,603	426,114

*Developed by The Chesapeake Group, Inc., 2022,

TRAFFIC IMPACT STUDY
EXCLUDING APPENDIX
(FULL STUDY AVAILABLE AT COMMUNITY DEVELOPMENT DEPARTMENT)

Updated Traffic Impact Study
Novi / Ten PRO Project

Novi, Michigan

(Version 03, March 11, 2024)

Prepared For:

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CONSULTING

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- ITE Trip Generation Information
- Signal Timing Plans
- HCM Output

This traffic impact study has been prepared by:

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1.0 Executive Summary

The proposed Novi-Ten PRO development, which consists of 35,900 SF of neighborhood retail/restaurant space, 71 townhouse residential units, and two tennis/pickleball courts is located on the south side of 10 Mile Road between Novi Road and the Railroad tracks.

The proposed development will not have a significant traffic impact on the overall level of service at the major intersections of 10 Mile Road with Novi Road and with Meadowbrook Road. The level of service at Novi Road and 10 Mile Road is currently a D and will remain a D during both morning and afternoon peak hours for all scenarios. The level of service at 10 Mile Road and Meadowbrook Road is currently a C during the morning peak hour and a D during the afternoon peak hour and the level of service does not change in the background and forecast scenarios.

The client has prepared a parallel plan with light industrial and office space under the existing zoning, which is currently OS-1 and I-1, which would generate 314 new trips to the area in the morning peak hour, and 289 trips during the afternoon peak hour. In comparison, the proposed PRO plan only generates 204 morning and 285 afternoon trips, which is 35% less morning peak hour trips and 1% less afternoon peak hour trips than if the site were developed under the existing zoning.

When the commercial portion of the site is developed, this study recommends the following modifications to 10 Mile Road, which are already illustrated on the January 2nd 2024 submitted site plan, to accommodate traffic at the proposed site driveways:

- In lieu of separate right-turn deceleration lanes at each driveway, widen eastbound 10 Mile Road to two-through lanes ending at a right-turn deceleration lane at the residential driveway.
- Extend the center left-turn lane along 10 Mile Road from where it currently ends at Catherine Industrial to service all commercial driveways.
- Widen westbound 10 Mile Road to two through lanes west from the 3rd commercial site driveway to help improve capacity for the commercial driveways.

2.0 Introduction

A development consisting of 71 townhouse residential units (low rise) and approximately 35,900 SF of neighborhood retail is planned for a site located on the south side of 10 Mile Road between Novi Road and the railroad tracks. Two public tennis courts (or 4 pickleball courts) are planned for the northeast corner of the site which will have its own driveway for those users. The development is a PRO plan and the site would need to be rezoned from its existing mix of I-1 and OS-1. A concept plan for the site indicates that there may be a total five driveways that access the site from 10 Mile Road, one of which is already exists and currently provides access to a small business located at 43025 10 Mile Road.

This traffic study will focus on the site traffic impacts on the study area of this project which includes the major intersections of 10 Mile Road with Novi Road and Meadowbrook Road as well as the five proposed site driveways and the relevant commercial driveways on the north side of 10 Mile Road, such as Catherine Industrial, the driveway pair near the 3rd commercial site driveway, the Tremar driveway, and the western Wrenchers' driveway (now Big City Dance Center or BCDC) down near the railroad.

3.0 Area Description & Site Plan

3.1 Proposed Site Location and Surroundings

The Novi/Ten site is located on the south side of 10 Mile Road, east of Novi Road, west of the railroad crossing (and Meadowbrook Road. The site is surrounded by residential areas to the south, east, and further west beyond Novi Road. To the north of the site are light industrial type uses and a small amount of commercial to the west.

3.2 Existing Zoning

The site is currently zoned for OS-1 and I-1 for which there is a parallel plan with 54,000 SF of office space, and 291,200 SF of light industrial space, allowable under the current zoning. The trip generation for this parallel plan is included later in the report.

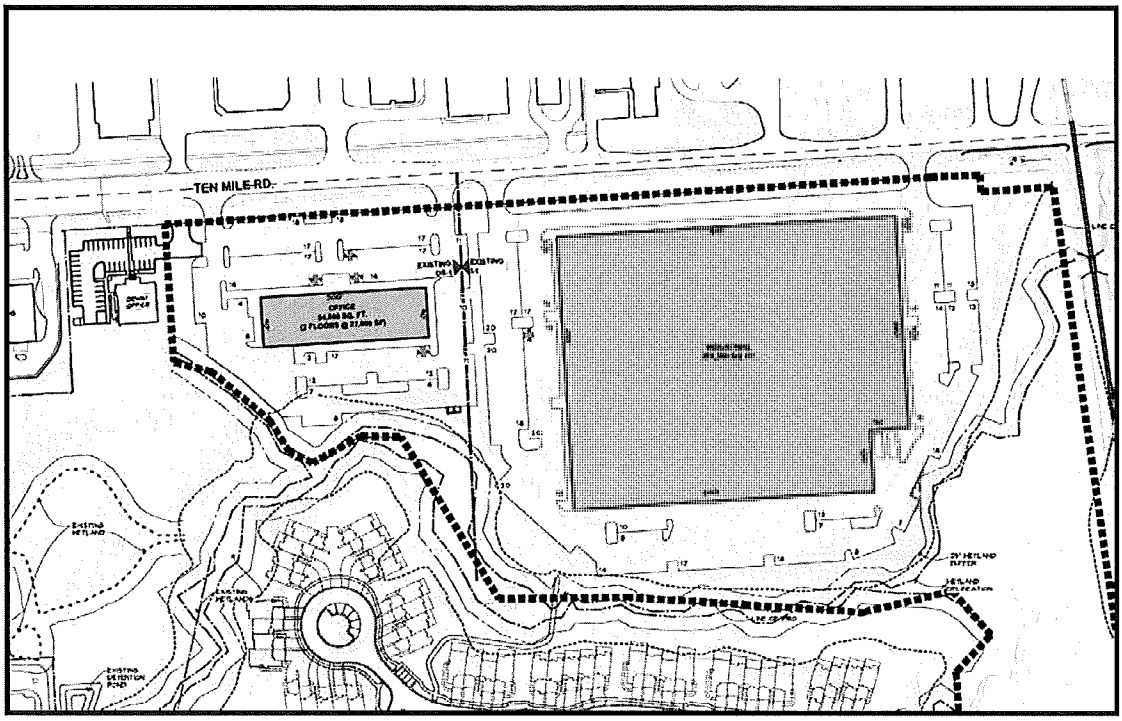


Figure 3.2.1 - OS-1 and I-1 Parallel Plan

3.3 Proposed Zoning and Site Plan

The proposed development is a PRO project with 71 townhouse residential units and a total of 35,900 SF of commercial space. A portion of the commercial space, 9,200 SF, is assumed to be high-turnover restaurant. A small parking lot in the northeast corner of the site will provide access to the users of two proposed tennis courts (or four pickleball courts).

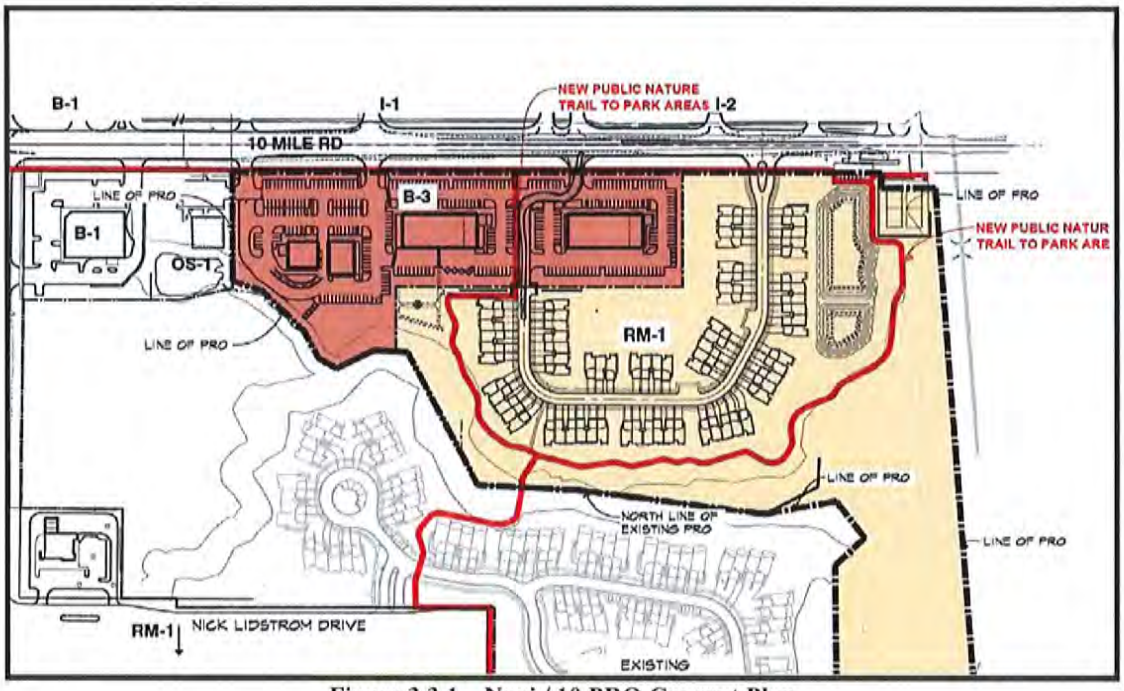


Figure 3.3.1 – Novi / 10 PRO Concept Plan

3.4 Project Scope and Study Intersections

The intersections, numbered from west to east, that are considered within the traffic influence area of this development and that are analyzed in this traffic study are as follows:

- Major Intersections
  - 10 Mile Road & Novi Road
  - 10 Mile Road & Meadowbrook Road
- Site Driveways (5 shown in concept plan)
  - 10 Mile Road & Shared 1st Commercial Driveway
  - 10 Mile Road & Catherine Industrial Drive / 2nd Commercial Driveway
  - 10 Mile Road & 3rd Commercial Driveway / Double Driveways
  - 10 Mile Road & 4th Proposed Residential Driveway
  - 10 Mile Road & Pickleball / Tennis Driveway
- Other Relevant Driveways
  - 10 Mile Road & Tremar's Driveway
  - 10 Mile Road & Wrenchers' Driveway (now BCDC)

Both Novi Road and 10 Mile Roads are under the jurisdiction of the Road Commission for Oakland County and are classified as other principal arterials.

Novi Road, at 10 Mile Road, is five-lanes wide with a speed limit of 45 MPH. The intersection is controlled with a traffic signal that includes permitted/protected style left-turn phasing in either direction.

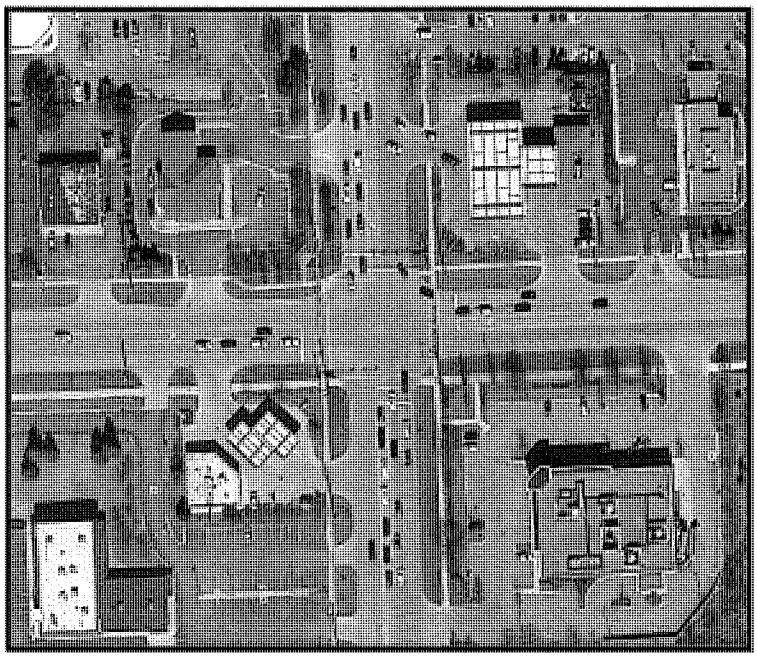


Figure 3.4.1 – 10 Mile Road & Novi Road

10 Mile Road is five-lanes wide near the intersection with Novi Road, however it narrows down to three-lanes just east of Catherine Industrial Drive, and narrows again down to two-lanes wide, with deceleration lanes for a few businesses on the north side of the road and one left-turn passing lane at the Tremar Driveway. East of the railroad tracks, 10 Mile Road eventually widens back to a four-lane and then a five-lane cross section as it approaches Meadowbrook Road. The speed limit on 10 Mile Road is 45 MPH.

Meadowbrook Road is a City of Novi roadway and classified as a minor arterial. At its intersection with 10 Mile Road, Meadowbrook Road is 4 lanes wide, with a separate left-turn, through-lane, and right-turn lane on the northbound and southbound approaches. The speed limit on Meadowbrook Road is 40 MPH to the north, and 30 MPH to the south.

Figure 3.4.2 – 10 Mile Road & Meadowbrook Road

The 1st commercial site driveway (1002) will share access with a dental business at an existing driveway which is aligned across from another business on the north side of 10 Mile Road. The 2nd commercial site driveway (1003) is located directly across from Catherine Industrial Drive.

Figure 3.4.3 – Driveways at 1002 and 1003.

The other two driveways are approximately located at the red arrows illustrated in Figure 3.4.4. The 3rd commercial driveway will also serve as the emergency access route for the residential portion of the site. The 4th driveway will only serve the residential portion of the site and will not carry any commercial traffic. The proposed pickleball/tennis court driveway only provides parking access to the users of those courts and is located just west of the guard rail near the railroad tracks.

Figure 3.4.4 – 3rd (Commercial), 4th (Residential) Driveway, and 5th Tennis/Pickleball lot driveway.

4.0 Data Collection & Existing Traffic Volumes

4.1 Twenty-Four Hour Traffic Volumes

Historical 24-hr volume data for this traffic study have been acquired from the Southeast Michigan Council of Governments (SEMCOG) traffic count database (TCDS). The traffic cameras at Novi Road and Meadowbrook Road have accumulated a significant data set of the yearly AADT's for each intersection's approach which is summarized in Tables 4.1.1 and 4.1.2.

Table 4.1.1 – 24-Hr AADT Volumes at 10 Mile Road & Novi Road

Year	EB	WB	NB	SB	Total
2022*	**9793**	**8282**	**9695**	**10552**	**38322**
2019	8355	7391	9890	10385	36021
2018	7765	7697	10045	10608	36115
2017	8445	7859	10532	10698	37534
2016	9456	8118	10328	10800	38702
2015	9746	8376	10487	11010	39619
2014	9308	7754	9645	10131	36838
2013	9864	8568	10178	10532	39142
2012	9825	8687	9844	10232	38588
2010	9543	8468	9655	9569	37235

Table 4.1.2 – 24-Hr AADT Volumes at 10 Mile Road & Meadowbrook Road

Year	EB	WB	NB	SB	Total
2022	7687	7488	3645	4706	23526
2019	7620	8223	3586	5016	24445
2018	7321	8135	3867	4820	24143
2017	8359	7707	4082	4456	24604
2016	10938	7162	3762	4182	26044
2015	7340	8032	4151	4755	24278
2014	7102	7508	4106	4329	23045

*The 2022 entries are a quick estimate based on our 13 hour traffic count at the intersections, factored by 1.225 to bring the 13 hour count to a 24 hour count. The factor was derived from a February 27th 2018 traffic count at 10 Mile/Novi using the same 13 hours relative to its 24 hour volume. The 2018 count summary is included in the Appendix.

4.2 Turning Movement Counts

Video cameras were installed at each of the study intersections in order to record the various turning movements that occurred between the hours of 6:00 AM-7:00 PM on March 16th, 2022. The video files were uploaded to www.spacksolutions.com 's counting service, then downloaded and processed. The intersections are listed below:

- 1001 – 10 Mile Road and Novi Road
- 1002 – 10 Mile Road and Shared Driveway
- 1003 – 10 Mile Road and Catherine Industrial Drive
- 1004 – 10 Mile Road and existing driveway pair across from 3rd site driveway.
    - Counts at this location were limited to just 7-9 AM, 4-6 PM.
- 1006 – 10 Mile Road & Tremar's Driveway
- 1008 – 10 Mile Road & Wrenchers' Driveway (BCDC)
- 1009 – 10 Mile Road & Meadowbrook Road

These morning and afternoon peak hour counts include all personal vehicles, commercial truck traffic, pedestrians, and bicycle traffic. A summary of these turning movement counts is included in the Appendix.

Figure 4.2.1 shows the existing morning and afternoon peak hour traffic volumes.

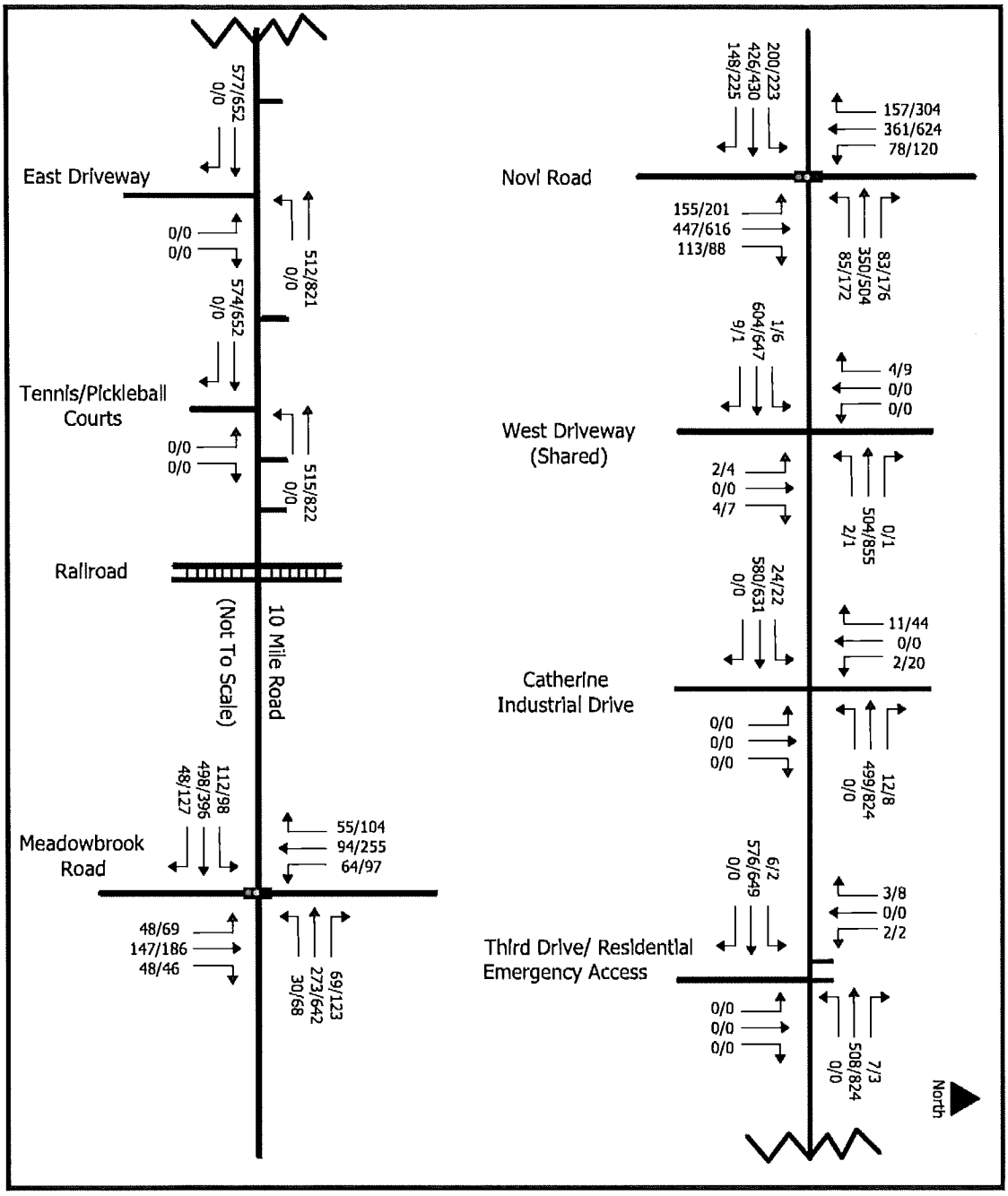


Figure 4.2.1 – Existing Morning/Afternoon Peak Hour Volumes

5.0 Background Growth

Typically traffic volumes may grow over time due to development in the surrounding area. The existing traffic volumes are increased by a background growth rate to estimate the background traffic conditions that will be present when the proposed site has reached its build-out.

Based on the historical AADT data contained in Tables 4.1.1-2, traffic volumes in the area have been in a slight decline, even when ignoring all of 2020 and 2021 due to the effects of COVID, and even excluding the current 2022 count.

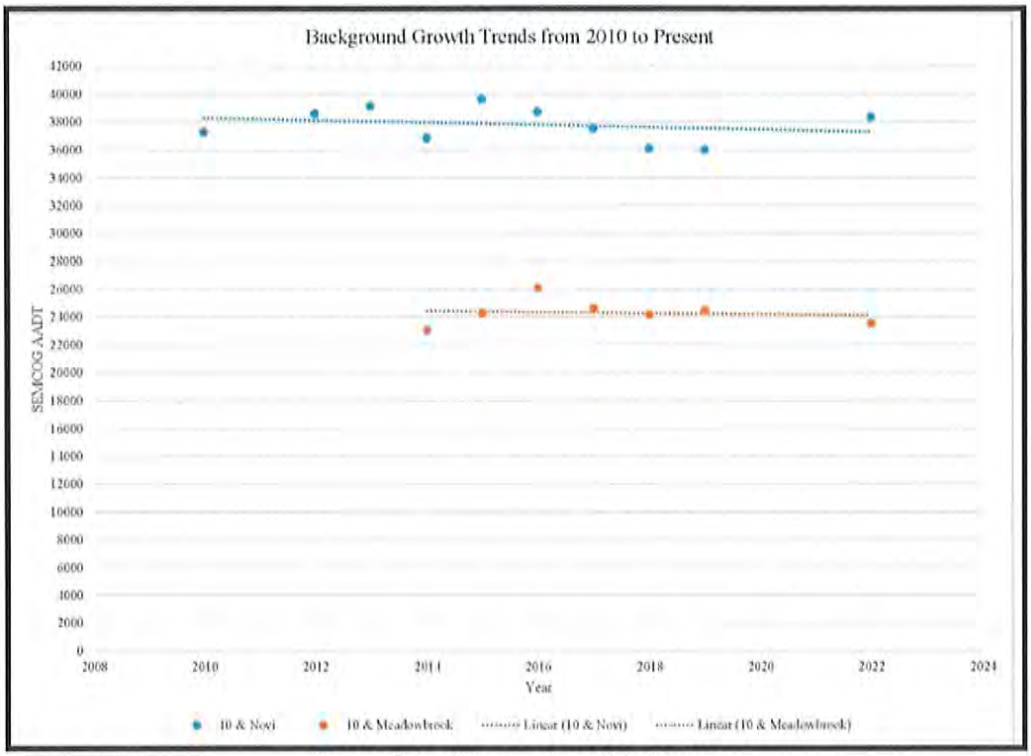


Figure 5.1 – Historical AADT Trends

Despite the downward trend in traffic volumes, this study will conservatively assume a background growth rate of 0.2% / year for five years to estimate the traffic conditions that might be present at buildout of the site. That growth estimate was based on a comparison of the 2022 counts with a 2018 traffic count, which is attached in the Appendix.

Figure 5.2 shows the background volumes for the morning and afternoon peak hours.

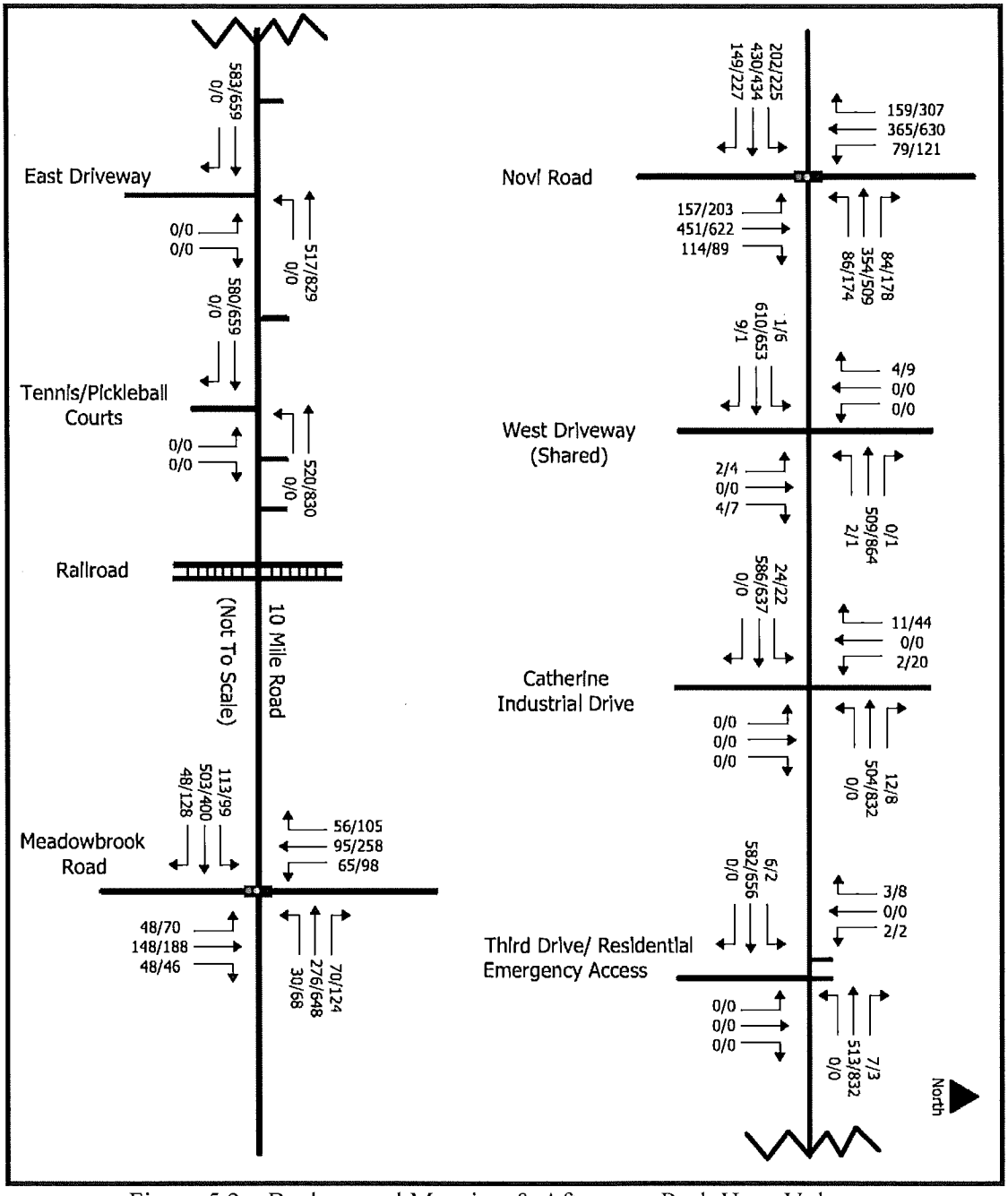


Figure 5.2 – Background Morning & Afternoon Peak Hour Volumes

6.0 Trip Generation

6.1 Methodology

Trip generation for this traffic study is based upon the rates and equations contained in the Institute of Transportation Engineer's (ITE) **Trip Generation Manual**, 11th Edition. The **Trip Generation Manual** is a publication that contains a wealth of traffic data on a wide variety of land uses that fall within the categories of residential, lodging, recreational, institutional, industrial, medical, office, retail, and services. The **Trip Generation Manual** is typically used if no local data for a specific land use is readily available.

6.2 Trip Generation Summary – Proposed Development

Since the future use of the retail/restaurant portion of the site is unknown at this time, this traffic study assumes that the site will generate traffic based on the ITE land use categories High Turnover Restaurant (9,200 SF) and Strip Retail Plaza (26,700 SF). The residential portion of the site is assumed to generate traffic according to the land use category Multifamily Low Rise (71 units). The category Tennis Courts was used for the two (2) tennis/pickleball courts. The trip generation for the proposed development is summarized in Table 6.2.1.

Table 6.2.1 Trip Generation – Proposed Development

	ITE	Size	Weekday	Morning Peak Hour			Afternoon Peak Hour		
Land Use	Code	SF/Units	24-Hr	Enter	Exit	Total	Enter	Exit	Total
Base Vehicular Trips									
Strip Retail Plaza	822	26,700	1454	38	25	63	88	88	176
HT Restaurant	932	9,200	986	48	40	88	51	32	83
Multi Family LR	220	71	530	11	34	45	32	19	51
Tennis Courts	490	2	61	4	4	8	4	4	8
Trips present at site driveways			2970	101	103	204	175	143	318
Applied Pass By Reduction (High Turnover Restaurant Only, PM Peak Hour)									
Pass by Rate	43%			0	0	0	-20	-13	-33
Net New Trips to Area				101	103	204	155	130	285

The ITE Trip Generation Manual 11th edition web app has pass-by data for the High Turnover Restaurant Category, but no data on the Strip Retail Category. The pass-by data covers 12 restaurant sites of various sizes. The average pass-by rate for those restaurants was 43% in the afternoon peak hour. Therefore this study assumes that 43% of the restaurant traffic at this development will come from existing traffic on 10 Mile Road and not add new trips to the area during the afternoon peak hour.

6.3 Trip Generation Summary – Parallel Plan

The client has estimated that a total of 345,200 square feet of office and light industrial space could be built on this site if developed under the existing I-1 and OS-1 zoning instead of the proposed PRO plan. Comparing the findings in tables 6.2.1 and 6.3.1, the proposed PRO development should generate about 35% less trips to the area during the morning peak hour and 1% less trips to the area during the afternoon peak hour.

Table 6.3.1 - Parallel I-1 & OS-1 Plan

	ITE	Size	Weekday	Morning Peak Hour			Afternoon Peak Hour		
Land Use	Code	SF/Units	24-Hr	Enter	Exit	Total	Enter	Exit	Total
Office	710	54000	679	87	12	99	17	83	100
Light Industrial	110	291200	1418	189	26	215	26	163	189
		345200	2097	276	38	314	43	246	289

7.0 Trip Distribution

Trip Distribution for both the proposed development and the other background developments are based upon the existing traffic patterns in the area. The uses within the retail portion of the site are expected to service the local neighborhoods and isn't expected to draw any significant amounts of traffic from outside of the local area such as from traffic on the I-96 freeway.

However, comments raised by the City's Traffic consultant and the RCOC, indicated that they believed more traffic may come to/from the north on Novi Road than what was previously assumed in our preliminary methodology memorandum which was based on existing travel patterns. Therefore, an additional 4% percent of the site's traffic is assigned to and from the north on Novi Road, pulling 2% each from the west on 10 Mile Road and from the south on Novi Road. The percentages are shown below in Table 7.1.

Table 7.1 – Trip Distribution – Novi/Ten Development (New Trips)

In From / Out To	%	AMIN	%	PMIN		%	AMOUT	%	PMOUT
North on Novi Road	24%	24	28%	43		27%	28	27%	35
South on Novi Road	23%	23	18%	28		17%	18	21%	27
West on 10 Mile Road	25%	25	18%	28		19%	20	21%	27
East on 10 Mile Road	13%	13	19%	29		20%	21	12%	16
North on Meadowbrook	7%	7	10%	16		11%	11	9%	12
South on Meadowbrook	8%	9	7%	11		6%	5	10%	13
	100%	101	100%	155		100%	103	100%	130

Pass by trips are taken from existing traffic on 10 Mile Road during the afternoon peak hour with an assumed 55% westbound / 45% eastbound split. Westbound pass-by trips that enter the site are assumed to exit the site to the west, and vice versa for eastbound traffic. Pass by traffic is only assigned to the three commercial driveways.

Figures 7.1 and 7.2 show the generated traffic volumes for the morning and afternoon peak hours and Figure 7.3 shows the forecast traffic volumes for the morning and afternoon peak hours which is the summation of the background and generated traffic volumes.

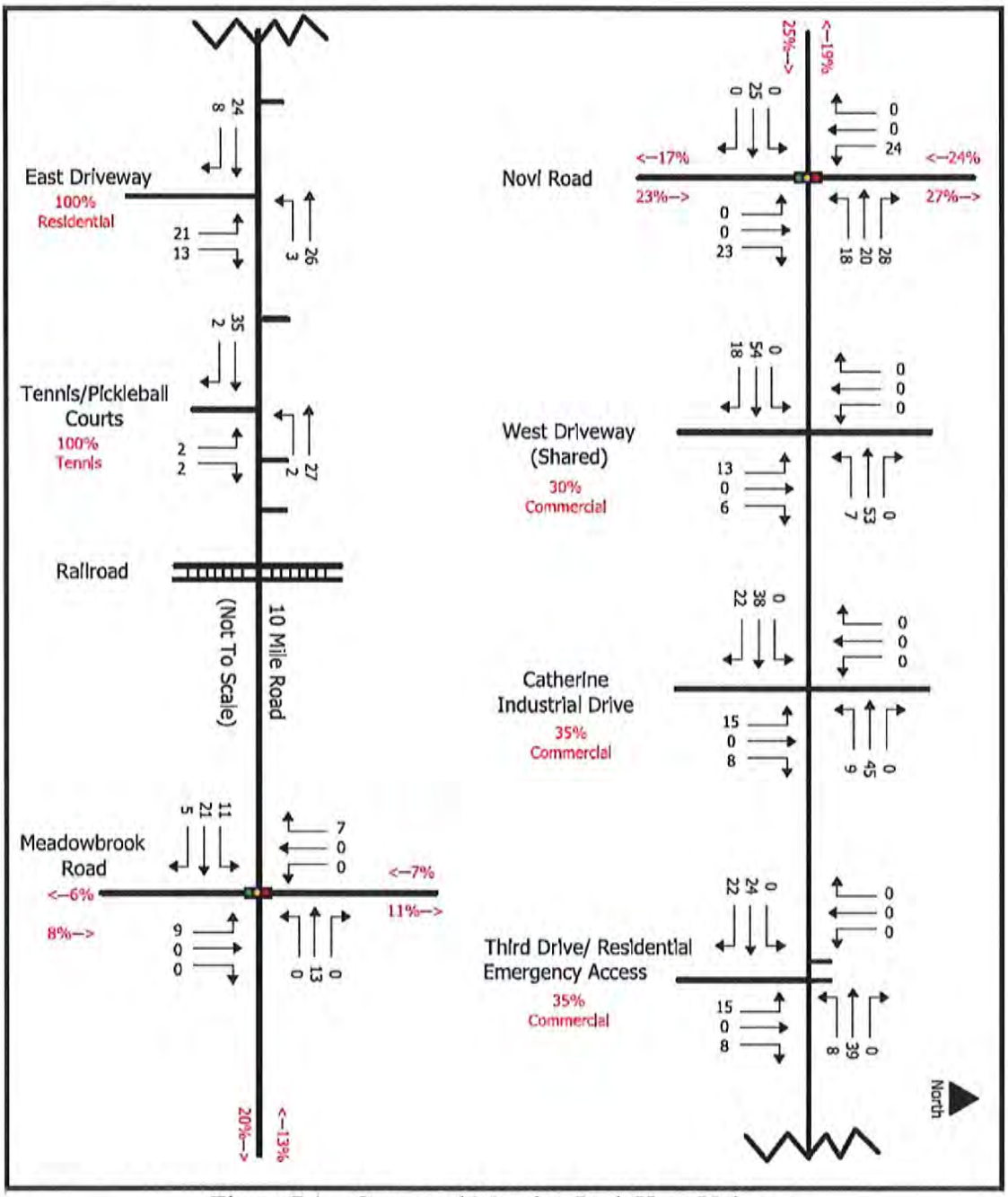


Figure 7.1 – Generated Morning Peak Hour Volumes

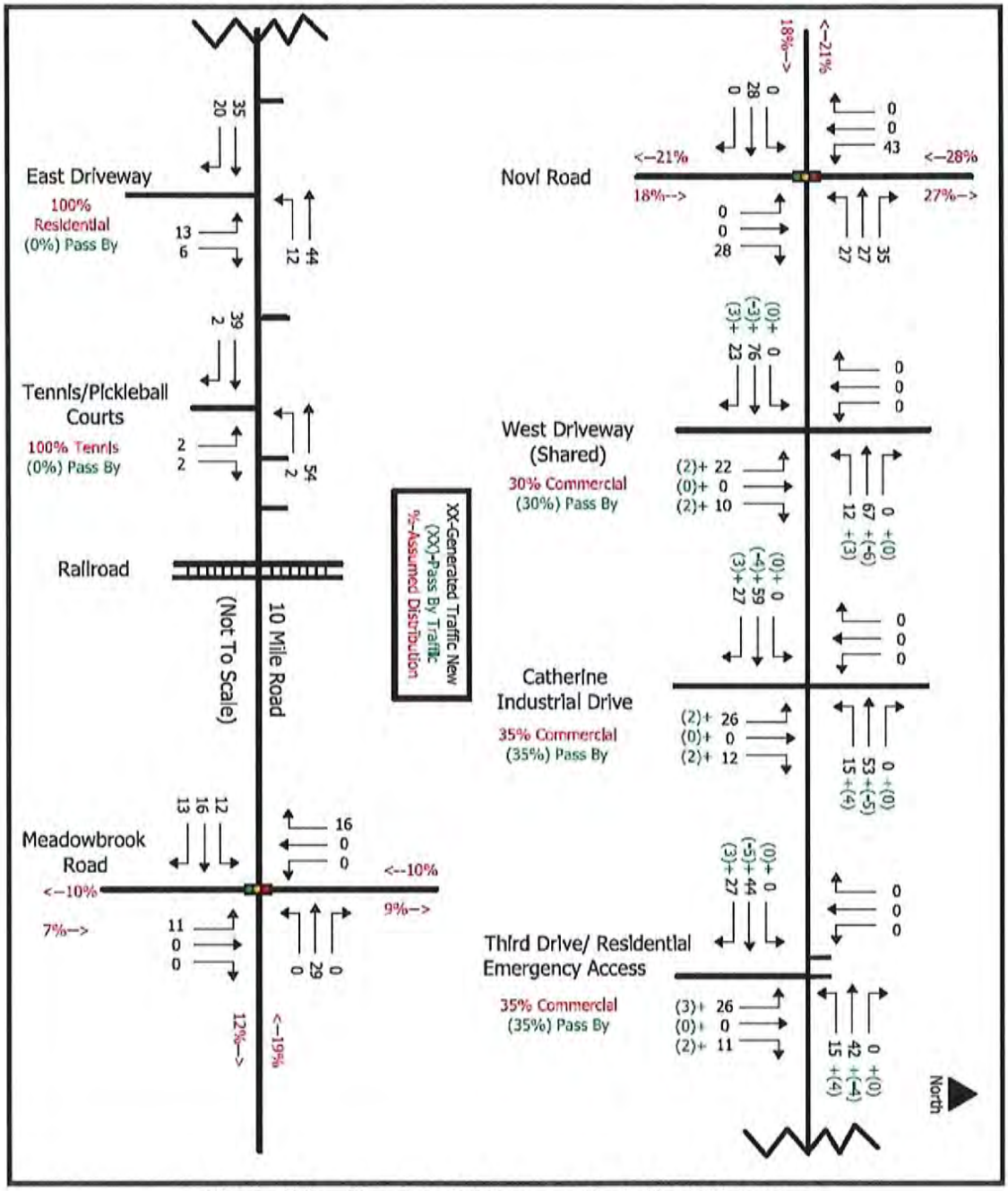


Figure 7.2 – Generated Afternoon Peak Hour Volumes

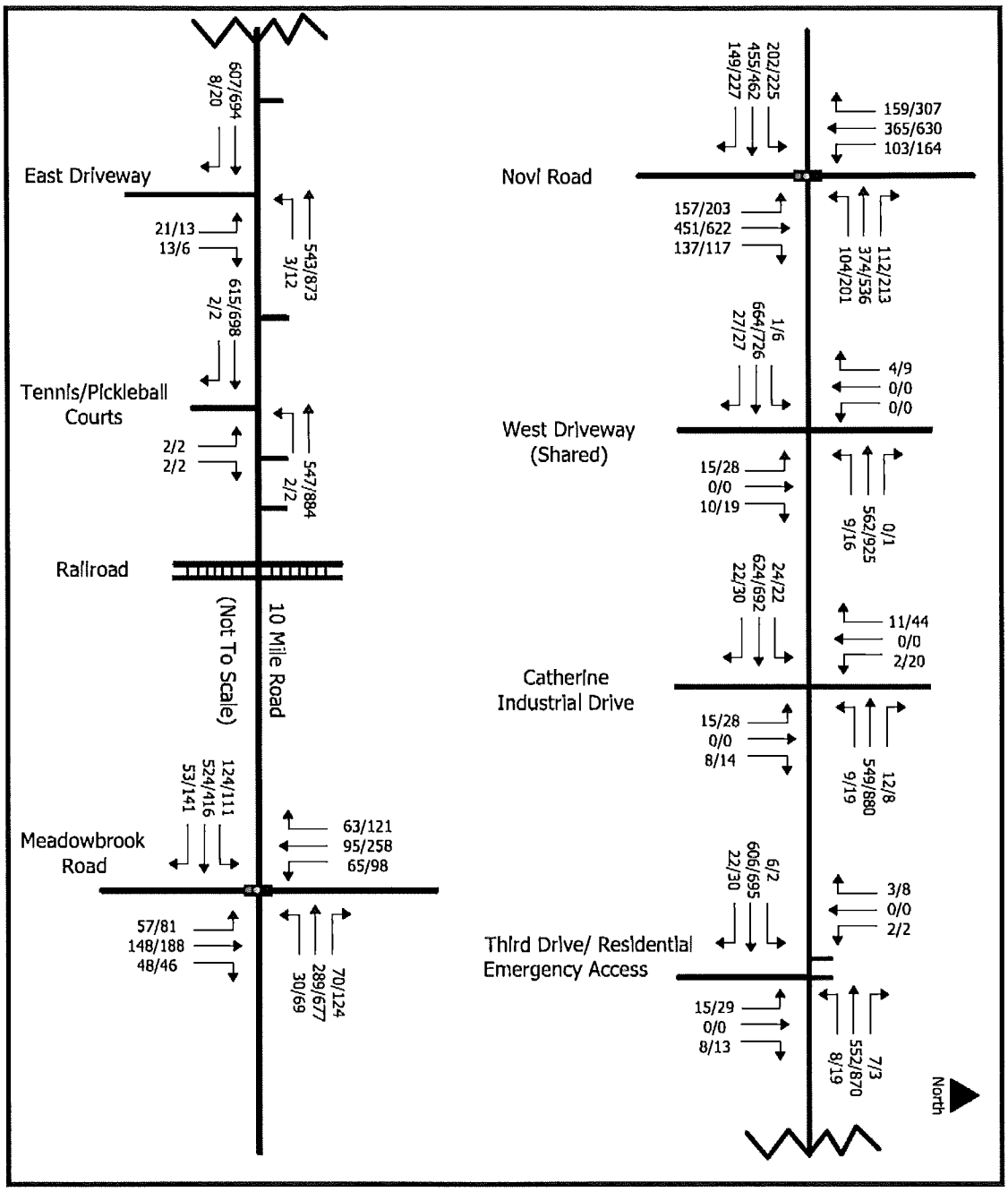


Figure 7.3 – Forecast Morning and Afternoon Peak Hour Volumes

8.0 Capacity Analysis

8.1 Methodology and Analysis Tools

Capacity analysis for this traffic study utilizes the Synchro/SimTraffic (Version 11) program to create a traffic model of the existing, background growth (if needed), and forecast traffic scenarios. Synchro provides the **Highway Capacity Manual**'s (HCM) level of service for each study intersection, while the SimTraffic model provides an alternative and sometimes more realistic analysis of traffic conditions and impacts where queuing at intersections may impact other driveways, or delays for other turning movements at the same or other nearby intersections.

Neither analysis method is perfect as the equations within the **Highway Capacity Manual** may result in unrealistically long delays at busy unsignalized intersections. Sometimes the vehicle behavior within the SimTraffic model does not always match reality, such as where human drivers would more easily change lanes to avoid a blockage, or instances where more drivers in reality "sneak" through an intersection at the end of a signal phase to turn left.

Synchro - HCM Level-of-service (LOS)

The Highway Capacity Manual assigns the following level-of-service grades to the ranges of control delay in seconds for unsignalized and signalized intersections. Generally LOS D is considered the limit of acceptable delay, although there are many situations where providing road improvements needed to improve a failing intersection LOS grade may be realistically unattainable for a sole developer or even undesirable to a community:

Table 8.1 – Highway Capacity Manual
Level of Service Delay Ranges and Grades

Unsignalized Level-of-service Grades						
Delay (sec.)	0-10	10-15	15-25	25-35	35-50	50+
LOS	A	B	C	D	E	F

Signalized Level-of-service Grades						
Delay (sec.)	0-10	10-20	20-35	35-55	55-80	80+
LOS	A	B	C	D	E	F

The HCM Level of Service grades for each scenario and study intersection is the basis upon which improvements are recommended in this traffic impact study. Any turning movement with a HCM level of service E or F is highlighted and improvements are recommended to mitigate those poor level of service grades.

8.2 Capacity Analysis: Intersection 1001 - 10 Mile Road & Novi Road

Table 8.2.1 shows the capacity analysis results for the 10 Mile Road and Novi Road intersection for the morning and afternoon peak hours of the day. Background growth and the proposed development traffic is not anticipated to significantly impact the average LOS of the intersection, which is currently a D and will remain a D.

Table 8.2.1 – Capacity Analysis – 10 Mile Road & Novi Road

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB Novi Road			SB Novi Road			Int.
AM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	200	426	148	85	350	83	155	447	113	78	361	157	2603
Background Vol.	202	430	149	86	354	84	157	451	114	79	365	159	2630
Generated Vol.	0	25	0	18	20	28	0	0	23	24	0	0	138
Forecast Vol.	202	455	149	104	374	112	157	451	137	103	365	159	2768
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	48.9	46.2	46.7	36.7	53.9	54.6	19.3	24.3	24.4	18.9	25.3	25.5	36.5
Background Delay	49.6	46.2	46.7	36.5	54.0	54.7	19.5	24.6	24.7	19.1	25.6	25.8	36.7
Forecast Delay	49.0	45.7	46.1	35.0	55.4	56.2	21.0	27.8	27.9	20.7	27.4	27.6	38.1
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	-0.6	-0.5	-0.6	-1.5	1.4	1.5	1.5	3.2	3.2	1.6	1.8	1.8	1.4
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	D	D	D	D	D	D	B	C	C	B	C	C	D
Background LOS	D	D	D	D	D	D	B	C	C	B	C	C	D
Forecast LOS	D	D	D	C	**E**	**E**	C	C	C	C	C	C	D

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB Novi Road			SB Novi Road			Int.
PM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	223	430	225	172	504	176	201	616	88	120	624	304	3683
Background Vol.	225	434	227	174	509	178	203	622	89	121	630	307	3719
Generated Vol.	0	28	0	27	27	35	0	0	28	43	0	0	188
Forecast Vol.	225	462	227	201	536	213	203	622	117	164	630	307	3907
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	87.0	45.1	45.7	43.5	49.0	49.6	32.5	29.3	29.3	22.4	38.0	38.3	42.4
Background Delay	90.6	45.0	45.6	43.9	49.1	49.6	34.1	29.7	29.7	22.6	38.7	39.1	43.0
Forecast Delay	90.9	42.8	43.2	53.2	49.5	50.0	39.4	34.6	34.7	25.0	42.6	43.1	45.2
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.3	-2.2	-2.4	9.3	0.4	0.4	5.3	4.9	5.0	2.4	3.9	4.0	2.2
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	**F**	D	D	D	D	D	C	C	C	C	D	D	D
Background LOS	**F**	D	D	D	D	D	C	C	C	C	D	D	D
Forecast LOS	**F**	D	D	D	D	D	D	C	C	C	D	D	D

8.3 Capacity Analysis: Intersection 1002 - 10 Mile Road & Shared 1st Driveway

Table 8.3.1 shows the capacity analysis results for the 1st site driveway, located on the western end of the site, if no improvements are made to the intersection.

Table 8.3.1 – Capacity Analysis – 10 Mile Road & Shared 1st Driveway

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB 1st Driveway			SB Driveway			Int.
AM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	1	604	9	2	504	0	2	0	4	0	0	4	1130
Background Vol.	1	610	9	2	509	0	2	0	4	0	0	4	1141
Generated Vol.	0	54	18	7	53	0	13	0	6	0	0	0	151
Forecast Vol.	1	664	27	9	562	0	15	0	10	0	0	4	1292
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	9.1	0.0	0.0	9.1	0.0	0.0	11.3	11.3	11.3	11.0	11.0	11.0	0.1
Background Delay	9.2	0.0	0.0	9.1	0.0	0.0	11.3	11.3	11.3	11.1	11.1	11.1	0.1
Forecast Delay	9.4	0.0	0.0	9.5	0.0	0.0	12.6	12.6	12.6	11.4	11.4	11.4	0.4
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.2	0.0	0.0	0.4	0.0	0.0	1.3	1.3	1.3	0.3	0.3	0.3	0.3
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	B	B	B	B	B	B	A
Background LOS	A	A	A	A	A	A	B	B	B	B	B	B	A
Forecast LOS	A	A	A	A	A	A	B	B	B	B	B	B	A

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB 1st Driveway			SB Driveway			Int.
PM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	6	647	1	1	855	1	4	0	7	0	0	9	1531
Background Vol.	6	653	1	1	864	1	4	0	7	0	0	9	1546
Generated Vol.	0	73	26	15	61	0	24	0	12	0	0	0	211
Forecast Vol.	6	726	27	16	925	1	28	0	19	0	0	9	1757
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	9.9	0.0	0.0	9.4	0.0	0.0	12.1	12.1	12.1	11.7	11.7	11.7	0.3
Background Delay	9.9	0.0	0.0	9.4	0.0	0.0	12.1	12.1	12.1	11.8	11.8	11.8	0.3
Forecast Delay	10.2	0.0	0.0	12.1	0.0	0.0	14.4	14.4	14.4	12.1	12.1	12.1	0.8
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.3	0.0	0.0	2.7	0.0	0.0	2.3	2.3	2.3	0.3	0.3	0.3	0.5
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	B	B	B	B	B	B	A
Background LOS	A	A	A	A	A	A	B	B	B	B	B	B	A
Forecast LOS	B	A	A	B	A	A	B	B	B	B	B	B	A

8.4 Capacity Analysis: Intersection 1003 - 10 Mile Road & Catherine / 2nd Driveway

Table 8.4.1 shows the capacity analysis results for the intersection of 10 Mile Road and Catherine/2nd Site Driveway assuming no improvements are made to the intersection.

Table 8.4.1 – Capacity Analysis – 10 Mile Road & Catherine / 2nd Driveway

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB 2nd Driveway			SB Catherine Industrial			Int.
AM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	24	580	0	0	499	12	0	0	0	2	0	11	1128
Background Vol.	24	586	0	0	504	12	0	0	0	2	0	11	1139
Generated Vol.	0	38	22	9	45	0	15	0	8	0	0	0	137
Forecast Vol.	24	624	22	9	549	12	15	0	8	2	0	11	1276
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	9.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	12.0	12.0	12.0	0.3
Background Delay	9.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	11.9	11.9	11.9	0.3
Forecast Delay	9.6	0.0	0.0	9.3	0.0	0.0	12.2	12.2	12.2	12.8	12.8	12.8	0.5
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.2	0.0	0.0	9.3	0.0	0.0	12.2	12.2	12.2	0.9	0.9	0.9	0.2
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	A	A	A	B	B	B	A
Background LOS	A	A	A	A	A	A	A	A	A	B	B	B	A
Forecast LOS	A	A	A	A	A	A	B	B	B	B	B	B	A

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB 2nd Driveway			SB Catherine Industrial			Int.
PM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	22	631	0	0	824	8	0	0	0	20	0	44	1549
Background Vol.	22	637	0	0	832	8	0	0	0	20	0	44	1563
Generated Vol.	0	55	30	19	48	0	28	0	14	0	0	0	194
Forecast Vol.	22	692	30	19	880	8	28	0	14	20	0	44	1757
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	9.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	16.3	16.3	16.3	1.0
Background Delay	9.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	16.7	16.7	16.7	1.0
Forecast Delay	10.1	0.0	0.0	9.8	0.0	0.0	14.1	14.1	14.1	20.4	20.4	20.4	1.5
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.2	0.0	0.0	9.8	0.0	0.0	14.1	14.1	14.1	3.7	3.7	3.7	0.5
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	A	A	A	C	C	C	A
Background LOS	A	A	A	A	A	A	A	A	A	C	C	C	A
Forecast LOS	B	A	A	A	A	A	B	B	B	C	C	C	A

8.5 Capacity Analysis: Intersection 1004 - 10 Mile Road & 3rd Driveway

Table 8.5.1 shows the capacity analysis results for the intersection of 10 Mile Road and the 3rd site driveway assuming no improvements at this intersection. Eastbound and westbound 10 Mile Road is a single thru lane at this driveway which has a dramatic effect on the unsignalized LOS for the northbound and southbound approaches to the intersection.

Table 8.5.1 – Capacity Analysis – 10 Mile Road & 3rd Driveway

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB 3rd Driveway			Double Driveway			Int.
AM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	6	576	0	0	508	7	0	0	0	2	0	3	1102
Background Vol.	6	582	0	0	513	7	0	0	0	2	0	3	1113
Generated Vol.	0	24	22	8	39	0	15	0	8	0	0	0	116
Forecast Vol.	6	606	22	8	552	7	15	0	8	2	0	3	1229
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	9.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	32.8	32.8	32.8	0.2
Background Delay	9.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	33.4	33.4	33.4	0.2
Forecast Delay	9.5	0.0	0.0	9.5	0.0	0.0	97.8	97.8	97.8	48.0	48.0	48.0	1.9
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.2	0.0	0.0	9.5	0.0	0.0	97.8	97.8	97.8	14.6	14.6	14.6	1.7
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	A	A	A	D	D	D	A
Background LOS	A	A	A	A	A	A	A	A	A	D	D	D	A
Forecast LOS	A	A	A	A	A	A	F	F	F	E	E	E	A

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB 3rd Driveway			Double Driveway			Int.
PM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	2	649	0	0	824	3	0	0	0	2	0	8	1488
Background Vol.	2	656	0	0	832	3	0	0	0	2	0	8	1503
Generated Vol.	0	39	30	19	38	0	29	0	13	0	0	0	168
Forecast Vol.	2	695	30	19	870	3	29	0	13	2	0	8	1671
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	9.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	39.8	39.8	39.8	0.4
Background Delay	9.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	41.9	41.9	41.9	0.4
Forecast Delay	9.9	0.0	0.0	10.3	0.0	0.0	817.8	817.8	817.8	75.7	75.7	75.7	21.0
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.2	0.0	0.0	10.3	0.0	0.0	817.8	817.8	817.8	33.8	33.8	33.8	20.6
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	A	A	A	E	E	E	A
Background LOS	A	A	A	A	A	A	A	A	A	E	E	E	A
Forecast LOS	A	A	A	B	A	A	F	F	F	F	F	F	C

8.6 Capacity Analysis: Intersection 1007 - 10 Mile Road & Residential Driveway

Table 8.6.1 shows the capacity analysis results for the intersection of 10 Mile Road and the Residential Site Driveway.

Table 8.6.1 – Capacity Analysis – 10 Mile Road & Residential Driveway

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB Residential Drive			(None)			Int.
AM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	0	577	0	0	512	0	0	0	0	0	0	0	1089
Background Vol.	0	583	0	0	517	0	0	0	0	0	0	0	1100
Generated Vol.	0	24	8	3	26	0	21	0	13	0	0	0	95
Forecast Vol.	0	607	8	3	543	0	21	0	13	0	0	0	1195
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Background Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Forecast Delay	0.0	0.0	0.0	9.1	0.0	0.0	11.8	0.0	11.2	0.0	0.0	0.0	0.3
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.0	0.0	0.0	9.1	0.0	0.0	11.8	0.0	11.2	0.0	0.0	0.0	0.3
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
Background LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
Forecast LOS	A	A	A	A	A	A	B	A	B	A	A	A	A

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB Residential Drive			(None)			Int.
PM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	0	652	0	0	821	0	0	0	0	0	0	0	1473
Background Vol.	0	659	0	0	829	0	0	0	0	0	0	0	1488
Generated Vol.	0	35	20	12	44	0	13	0	6	0	0	0	130
Forecast Vol.	0	694	20	12	873	0	13	0	6	0	0	0	1618
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Background Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Forecast Delay	0.0	0.0	0.0	9.7	0.2	0.0	30.4	0.0	14.9	0.0	0.0	0.0	0.4
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.0	0.0	0.0	9.7	0.2	0.0	30.4	0.0	14.9	0.0	0.0	0.0	0.4
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
Background LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
Forecast LOS	A	A	A	A	A	A	D	A	B	A	A	A	A

8.7 Capacity Analysis: Intersection 1009 - 10 Mile Road & Meadowbrook Road

Table 8.7.1 shows the capacity analysis result for the intersection of 10 Mile Road and Meadowbrook Road. Overall, the proposed development isn't expected to significantly impact the intersections of 10 Mile Road and Meadowbrook Road. The intersection's level of service isn't expected to change from a C during the morning peak hour and a D during the afternoon peak hour.

Table 8.7.1 – Capacity Analysis – 10 Mile Road & Meadowbrook Road

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB Meadowbrook			SB Meadowbrook			Int.
AM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	112	498	48	30	273	69	48	147	48	64	94	55	1486
Background Vol.	113	503	48	30	276	70	48	148	48	65	95	56	1500
Generated Vol.	11	21	5	0	13	0	9	0	0	0	0	7	66
Forecast Vol.	124	524	53	30	289	70	57	148	48	65	95	63	1566
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	13.3	26.6	26.6	14.8	24.2	24.3	50.6	57.8	49.0	58.7	58.7	55.1	34.6
Background Delay	13.5	26.7	26.7	14.9	24.2	24.4	50.6	57.8	48.9	58.8	58.8	55.2	34.6
Forecast Delay	13.9	27.0	27.0	15.3	24.4	24.5	50.9	57.8	48.9	58.8	58.9	56.2	34.7
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.4	0.3	0.3	0.4	0.2	0.1	0.3	0.0	0.0	0.0	0.1	1.0	0.1
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	B	C	C	B	C	C	D	**E**	D	**E**	**E**	**E**	C
Background LOS	B	C	C	B	C	C	D	**E**	D	**E**	**E**	**E**	C
Forecast LOS	B	C	C	B	C	C	D	**E**	D	**E**	**E**	**E**	C

Scenario	EB 10 Mile Road			WB 10 Mile Road			NB Meadowbrook			SB Meadowbrook			Int.
PM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	98	396	127	68	642	123	69	186	46	97	255	104	2211
Background Vol.	99	400	128	69	648	124	70	188	46	98	258	105	2233
Generated Vol.	12	16	13	0	29	0	11	0	0	0	0	16	97
Forecast Vol.	111	416	141	69	677	124	81	188	46	98	258	121	2330
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	26.3	34.1	34.3	19.4	39.4	39.5	58.6	55.7	47.1	51.6	54.0	45.5	41.7
Background Delay	26.8	34.2	34.4	19.7	39.7	39.7	58.7	55.7	47.0	51.6	53.9	45.3	41.8
Forecast Delay	28.5	34.8	35.1	20.4	40.6	40.7	60.4	55.7	47.0	51.5	53.8	46.0	42.4
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	1.7	0.6	0.7	0.7	0.9	1.0	1.7	0.0	0.0	-0.1	-0.1	0.7	0.6
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	C	C	C	B	D	D	**E**	**E**	D	D	D	D	D
Background LOS	C	C	C	B	D	D	**E**	**E**	D	D	D	D	D
Forecast LOS	C	C	D	C	D	D	**E**	**E**	D	D	D	D	D

8.8 Capacity Analysis: Intersection 1010 - 10 Mile Road & Tennis/Pickleball Lot

Table 8.8.1 shows the capacity analysis result for the intersection of 10 Mile Road and the small tennis/pickleball parking lot.

Scenario	EB 10 Mile Road			WB 10 Mile Road			Tennis Driveway			(None)			Int.
AM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	0	574	0	0	515	0	0	0	0	0	0	0	1089
Background Vol.	0	580	0	0	520	0	0	0	0	0	0	0	1100
Generated Vol.	0	35	2	2	27	0	2	0	2	0	0	0	70
Forecast Vol.	0	615	2	2	547	0	2	0	2	0	0	0	1170
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Background Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Forecast Delay	0.0	0.0	0.0	9.1	0.0	0.0	23.5	0.0	23.5	0.0	0.0	0.0	0.1
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.0	0.0	0.0	9.1	0.0	0.0	23.5	0.0	23.5	0.0	0.0	0.0	0.1
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
Background LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
Forecast LOS	A	A	A	A	A	A	C	A	C	A	A	A	A

Scenario	EB 10 Mile Road			WB 10 Mile Road			Tennis Driveway			(None)			Int.
PM Peak Hour	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	Total
Existing, Background, Generated, and Forecast Traffic Volumes													
Existing Vol.	0	652	0	0	822	0	0	0	0	0	0	0	1474
Background Vol.	0	659	0	0	830	0	0	0	0	0	0	0	1489
Generated Vol.	0	39	2	2	54	0	2	0	2	0	0	0	101
Forecast Vol.	0	698	2	2	884	0	2	0	2	0	0	0	1590
Existing, Background, and Forecast Highway Capacity Manual (HCM) average delay (seconds)													
Existing Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Background Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Forecast Delay	0.0	0.0	0.0	9.5	0.0	0.0	29.9	0.0	29.9	0.0	0.0	0.0	0.1
Traffic Impact = Change in Average Delay from Background to Forecast													
Traffic Impact	0.0	0.0	0.0	9.5	0.0	0.0	29.9	0.0	29.9	0.0	0.0	0.0	0.1
Highway Capacity Manual (HCM) Level of Service Grades (LOS)													
Existing LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
Background LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
Forecast LOS	A	A	A	A	A	A	D	A	D	A	A	A	A

9.0 Site Access & Circulation

Driveway Spacing and Access Management

The PUD plan shows 5 driveways along 10 Mile Road which are located as follows:

- 1st Driveway, aligned from existing commercial driveway
- 2nd Driveway, aligned from Catherine Industrial Drive
- 3rd Driveway, aligned across from a pair of commercial driveways
- Residential Driveway, positioned roughly 120' between the Tremar Driveway and the western Wrencher's driveway (BCDC)
- Tennis/Pickleball driveway positioned between the BCDC driveways

Per the RCOC (200') and Novi spacing standards (150' upstream, 200' downstream), the residential driveway does not meet the standard spacing requirements, however we understand that the RCOC has tentatively agreed (by emails) that the residential driveway can remain in its proposed location provided that a right-turn deceleration lane and left-turn passing lane is provided as shown on the concept site plan.

The proposed tennis/pickleball court driveway is positioned between the BCDC commercial driveways across 10 Mile Road and also does not meet the spacing standards with only about 65' to the eastern driveway to and 95' to the western driveway. The tennis courts driveway is not expected to carry a significant amount of daily or peak hour traffic.

All other site driveways are aligned across from driveways on the north side of 10 Mile Road.

The 3rd site driveway will also serve as the emergency access route for the residential portion of the development.

Sight Distance

The recommended intersection sight distance for a 45 MPH Road per RCOC standards is 500' for a 2-3 lane roadway and 530' for a 4-5 lane roadway. The three commercial driveways and residential driveway were found to have adequate sight distance. The tennis/pickleball court driveway is expected (not measured by Midwestern Consulting for this version of the traffic impact study) to have adequate sight distance given that it is positioned further away from the crest of the hill to the west than the residential driveway and is near the bottom of a valley with a rise to the west and a rise to the east.

Right-Turn Lanes

According to the RCOC "Permit Rules, Specifications and Guidelines" publication, developers are strongly encouraged to consider the safety benefits of a right-turn deceleration lane. The RCOC provides a right-turn warrant graph to help identify when a right-turn deceleration lane and taper is warranted. Notes in the RCOC geometric guide states that a taper or lane may or may not be required along a 5 Lane road, boulevards, or curbed roads based on traffic engineering requirements.

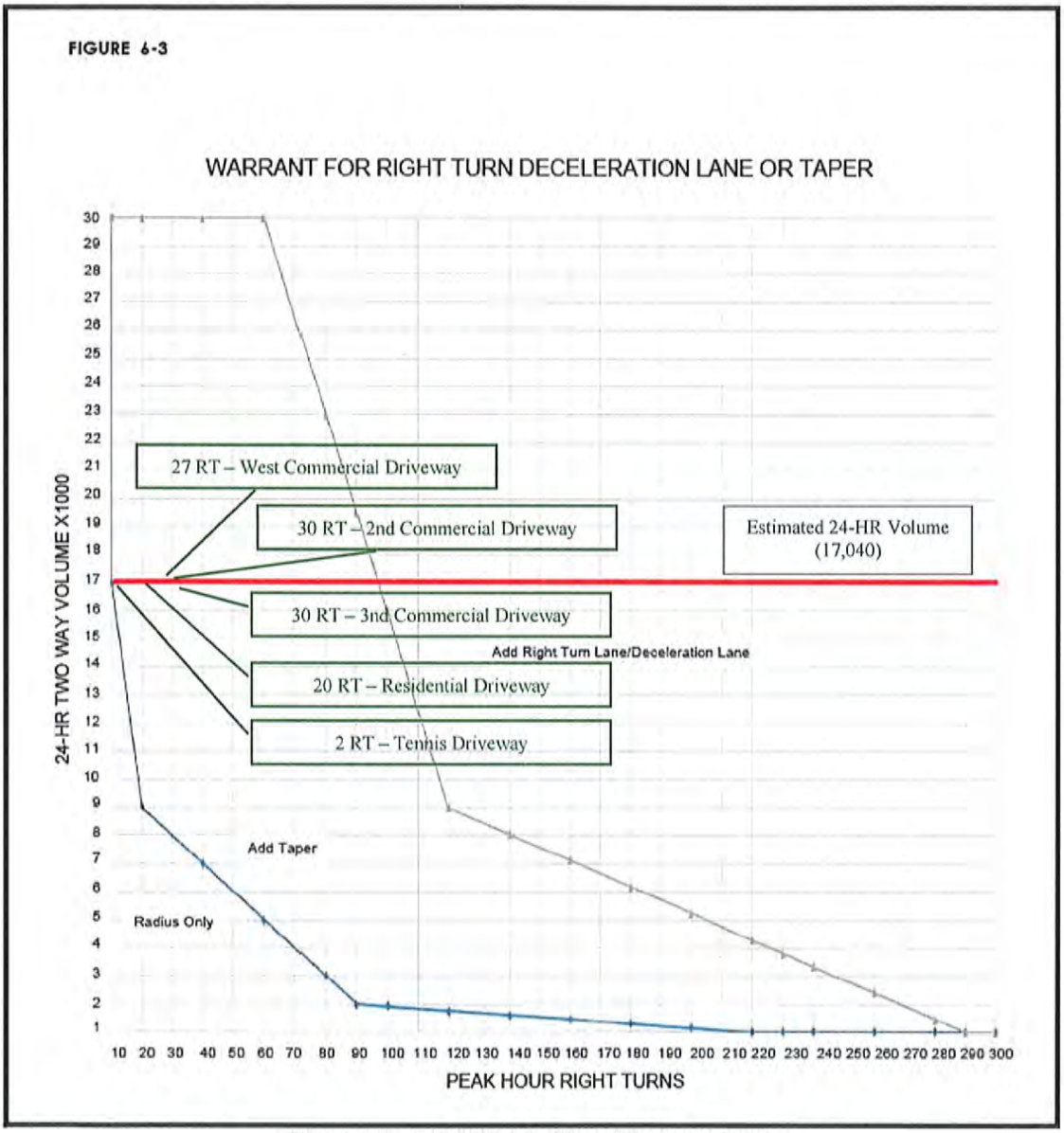


Figure 9.1 – RCOC Right Turn Warrant Graph

Due to the traffic volumes along 10 Mile Road and right-turns into the site driveways, all driveways qualify for a right-turn deceleration taper according to the RCOC warrant graph. The western commercial driveway is located in the 5 lane section of 10 Mile Road, while the remaining four driveways all are located where there is only a single eastbound lane on 10 Mile Road.

Left-Turn Lanes

Similarly, a passing lane or center-left turn lane should be installed at a driveway when warranted per the following graph.

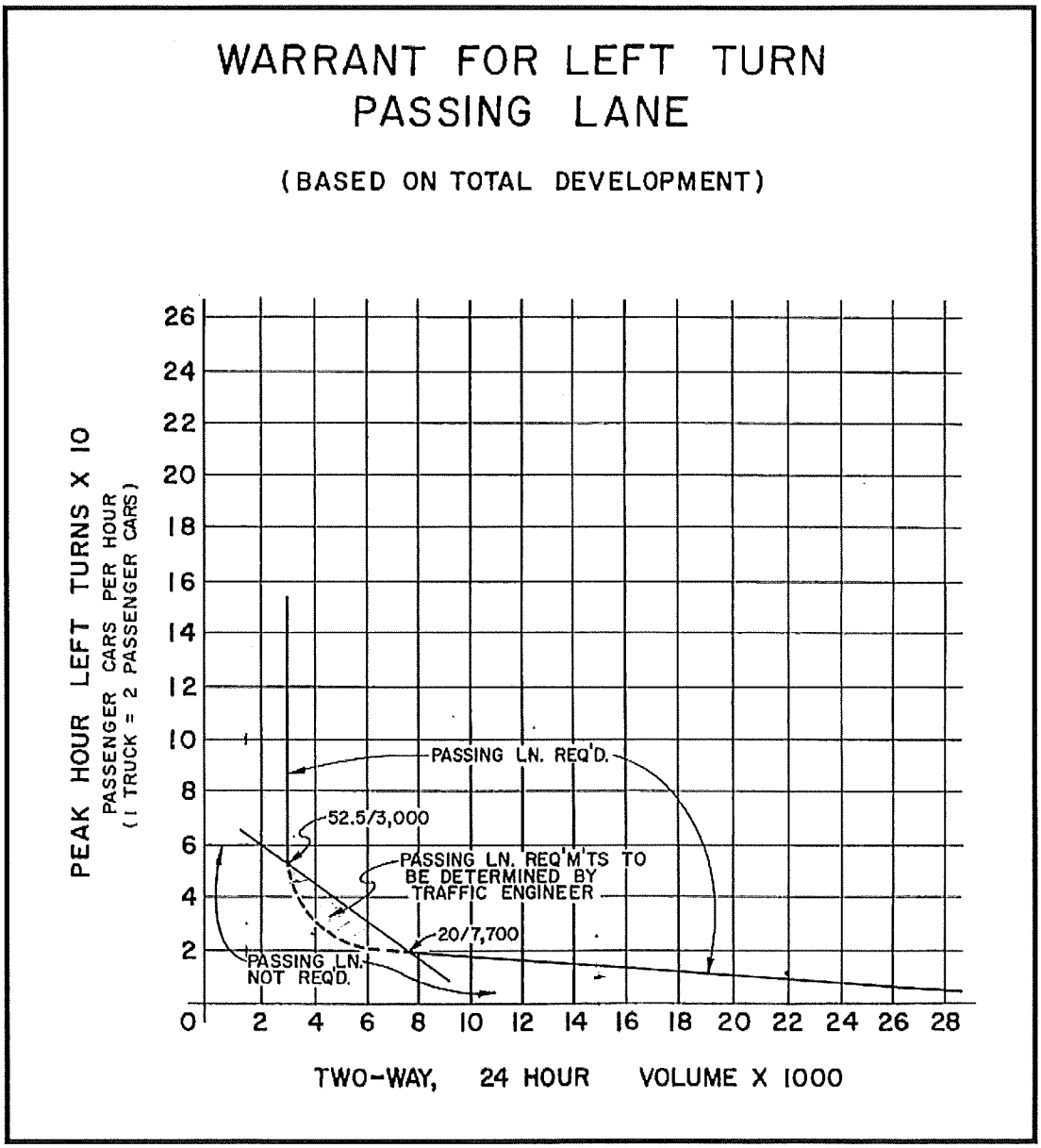


Figure 9.2 – RCOC Left-Turn Warrant Graph

Our 2022 counts at the Tremar and Wrencher's Driveways (now BCDC) near the eastern end of the site indicated that there were about 13,000 vehicles in a 13-hour window from 6:00 AM to 7:00 PM. Based on a 2018 count at 10 Mile Road and Novi Road, the ratio of the same 13 hours versus the full 24-hours creates a factor of about 1.225. Therefore, it is reasonable to assume that the current 24-hour volume at this eastern end of the site is about 16,000 (15,925 rounded up). Conservatively assuming, with no reductions for pass-by traffic, that 35% of the proposed 2970 weekday trips will travel to and from the east on 10 Mile Road, then the forecast traffic volumes would be around 1,040 trips higher or around 17,040 vehicles per day near the eastern end of the site. Therefore, about 15 left-turns into a driveway would justify a center left turn lane.

The projected number of left-turns into each of the site driveways during the busier PM peak hour is 16, 19, 19, 12, and 2 from west to east. Therefore all three commercial driveways warrant a center left-turn lane. The RCOC has indicated that a left-turn passing lane should be provided at the residential driveway in lieu of realignment and a center left-turn lane, as shown on the site plan.

No deceleration/acceleration taper is shown on the PUD at the Tennis driveway. There is an existing guard rail just east of that proposed driveway, and the stop bar for the two-lane wide railroad crossing is located about 200' to the east. Given the geometry on the north side of the street, left-turn passing maneuvers will be likely be done within the right-turn deceleration lane section for the BCDC driveway.

Conceptual Recommendations

When the conceptual neighborhood retail portion of the site is developed, the following improvements may be needed:

- Widen eastbound 10 Mile Road to two through lanes, ending with a right-turn lane at the site's easternmost residential driveway.
- Widen westbound 10 Mile Road to two through lanes west from the 3rd site driveway to help provide additional capacity for outbound site traffic.
- Provide a continuous center lane turn lane to serve the 1st, 2nd and 3rd commercial driveways.

The following table briefly summarizes the average delays for outbound left turning and right-turning traffic, and the corresponding queues for outbound traffic at each of the site driveways if all of the recommendations are implemented.

Table 9.1 Forecast conditions at the site driveways if mitigated.

	Mitigated Forecast AM				Mitigated Forecast PM			
Intersection	Vol L/R	Delay L/R	LOS	Q95%	Vol L/R	Delay L/R	LOS	Q95%
1002 - 1st Driveway	15/10	12.6	B	0.3	28/19	14.4	B	0.6
1003 - 2nd Driveway	15/8	17.9	C	0.3	28/14	24.0	C	0.7
1004 - 3rd Driveway	15/8	16	C	0.2	29/13	19.9	C	0.6
1007 - Residential Drive	21/13	11.8/11.2	B/B	0.1/0.1	13/6	30.4/14.9	D/B	0.3/0.1
1010-Tennis Driveway	2/2	23.5	C	0.1	2/2	29.9	D	0.1

10.0 Historical Crash Data

The Michigan Traffic Crash Facts (www.michigantrafficcrashfacts.org) website database has crash data at the intersections of 10 Mile Road with Novi Road, Catherine Industrial, and Meadowbrook Road. According to SEMCOG's database the ranking of the Novi, Catherine, and Meadowbrook intersections are 11th, 93rd, and 27th, respectively in comparison with crashes at other Novi intersections in the last 5 years.

The intersection of 10 Mile Road and Novi Road has about 18.8 crashes per year based on crash data from 2011 to 2020. Out of those 188 crashes, 2 involved serious injury, 12 involved minor injury, 30 had possible injury, and the remaining 144 crashes involved property damage only.

Table 10.1 – Crash History (2011-2020) - 10 Mile Road and Novi Road

Crash Year	Head-On	Head-On - Left Turn	Angle	Rear-End	Rear-End - Left T	Rear-End - Right T	Sideswipe - Same Direction	Sideswipe - Opposite Direction	Backing	Other/Unknown	Other	Total
2011	0	2	2	5	0	0	1	0	0	1	0	11
2012	0	3	4	6	0	0	1	2	0	1	0	17
2013	0	1	4	8	1	0	1	0	0	1	0	16
2014	0	2	7	10	0	1	6	0	0	0	0	26
2015	0	2	6	3	0	0	1	0	0	3	0	15
2016	0	2	7	10	0	0	2	0	0	0	2	23
2017	0	1	9	13	0	0	2	1	0	0	1	27
2018	0	1	9	7	0	0	3	0	1	0	2	23
2019	1	1	5	12	0	0	3	0	1	0	0	23
2020	0	0	2	3	0	0	1	0	0	0	1	7
Totals	**1**	**15**	**55**	**77**	**1**	**1**	**21**	**3**	**2**	**6**	**6**	**188**

Worst Injury	Head-On	Head-On - Left Turn	Angle	Rear-End	Rear-End - Left	Rear-End - Right	Sideswipe - Same	Sideswipe - Opposite	Backing	Other/Unknown	Other	Total
Suspected Serious Injury (A)	0	1	0	1	0	0	0	0	0	0	0	2
Suspected Minor Injury (B)	1	2	5	2	0	0	0	0	0	2	0	12
Possible Injury (C)	0	3	7	14	1	0	1	0	0	2	2	30
No Injury (O)	0	9	43	60	0	1	20	3	2	2	4	144
Total Crash Count	**1**	**15**	**55**	**77**	**1**	**1**	**21**	**3**	**2**	**6**	**6**	**188**

The intersection of 10 Mile Road and Catherine Industrial has about 1.1 crashes per year based on crash data from 2011 to 2020. Out of those 11 crashes, 1 involved minor injury, 2 had possible injury, and the remaining 8 crashes involved property damage only.

Table 10.2 – Crash History (2011-2020) - 10 Mile Road and Catherine Industrial

Crash Year	Head-On - Left Turn	Angle	Rear-End	Rear-End - Right Turn	Sideswipe - Same Direction	Other	Total
2012	0	1	0	0	0	0	1
2013	0	1	0	1	0	0	2
2014	0	0	0	0	1	0	1
2018	0	1	2	0	0	0	3
2019	1	2	0	0	0	1	4
Totals	**1**	**5**	**2**	**1**	**1**	**1**	**11**

Worst Injury in Crash	Head-On - Left Turn	Angle	Rear-End	Rear-End - Right Turn	Sideswipe - Same Direction	Other	Total
Suspected Minor Injury (B)	1	0	0	0	0	0	1
Possible Injury (C)	0	2	0	0	0	0	2
No Injury (O)	0	3	2	1	1	1	8
Totals	**1**	**5**	**2**	**1**	**1**	**1**	**11**

The intersection of 10 Mile Road and Meadowbrook has about 8.4 crashes per year based on crash data from 2011 to 2020. Out of those 84 crashes, 1 involved serious injury, 5 involved minor injury, 12 had possible injury, and the remaining 66 crashes involved property damage only.

Table 10.3 – Crash History (2011-2020) - 10 Mile Road and Meadowbrook Road

Crash Year	Single Motor Vehicle	Head-On - Left Turn	Angle	Rear-End	Sideswipe - Same Direction	Backing	Other/Unknown	Total
2011	0	2	3	4	1	0	1	11
2012	0	0	3	4	0	0	1	8
2013	0	0	4	1	0	0	0	5
2014	0	0	0	1	1	0	2	4
2015	1	1	1	3	0	0	0	6
2016	0	1	3	5	2	1	0	12
2017	0	1	3	9	2	0	0	15
2018	0	1	6	3	0	0	0	10
2019	1	1	1	4	1	0	0	8
2020	1	0	2	2	0	0	0	5
Total Crash Count	**3**	**7**	**26**	**36**	**7**	**1**	**4**	**84**

Worst Injury in Crash	Single Motor Vehicle	Head-On - Left Turn	Angle	Rear-End	Sideswipe - Same Direction	Backing	Other/Unknown	Total
Suspected Serious Injury (A)	0	0	1	0	0	0	0	1
Suspected Minor Injury (B)	0	0	3	0	0	0	2	5
Possible Injury (C)	2	0	6	4	0	0	0	12
No Injury (O)	1	7	16	32	7	1	2	66
Total Crash Count	**3**	**7**	**26**	**36**	**7**	**1**	**4**	**84**

11.0 Summary

The proposed Novi-Ten PRO development, which consists of 35,900 SF of neighborhood retail/restaurant space, 71 townhouse residential units, and two tennis/pickleball courts is located on the south side of 10 Mile Road between Novi Road and the Railroad tracks.

The proposed development will not have a significant traffic impact on the overall level of service at the major intersections of 10 Mile Road with Novi Road and with Meadowbrook Road. The level of service at Novi Road and 10 Mile Road is currently a D and will remain a D during both morning and afternoon peak hours for all scenarios. The level of service at 10 Mile Road and Meadowbrook Road is currently a C during the morning peak hour and a D during the afternoon peak hour and the level of service does not change in the background and forecast scenarios.

The client has prepared a parallel plan with light industrial and office space under the existing zoning, which is currently OS-1 and I-1, which would generate 314 new trips to the area in the morning peak hour, and 289 trips during the afternoon peak hour. In comparison, the proposed PRO plan only generates 204 morning and 285 afternoon trips, which is 35% less morning peak hour trips and 1% less afternoon peak hour trips than if the site were developed under the existing zoning.

When the commercial portion of the site is developed, this study recommends the following modifications to 10 Mile Road, which are already illustrated on the January 2nd 2024 submitted site plan, to accommodate traffic at the proposed site driveways:

- In lieu of separate right-turn deceleration lanes at each driveway, widen eastbound 10 Mile Road to two-through lanes ending at a right-turn deceleration lane at the residential driveway.
- Extend the center left-turn lane along 10 Mile Road from where it currently ends at Catherine Industrial to service all commercial driveways.
- Widen westbound 10 Mile Road to two through lanes west from the 3rd commercial site driveway to help improve capacity for the commercial driveways.

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Consideration of approval to award engineering design services to AECOM for 11 Mile Road, Wixom Road to Beck Road, rehabilitation and reconstruction, and for the construction of a roundabout at the intersection of 11 Mile Road and Beck Road, in the amount of $108,976.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- The roundabout (RAB) proposed at 11 Mile Road and Beck Road was partially designed for the Beck Road Reconstruction project.
- 11 Mile Road between Wixom Rd and Beck Rd requires a combination of reconstruction and rehabilitation.
- Sidewalk gaps will be filled on the south side of 11 Mile Road between Wixom Road and Bosco Fields Park.

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	**$ 74,915.32 Major Street Fund (Roads & Pathway)** **$ 34,061.05 Drain Fund (Storm sewer)** **$ 108,976.37 TOTAL**
BUDGET **Major Street Fund 202-449.20-975.274** **Drain Fund 211-445.00-975.270**	 **$ 2,651,973.00 Major Street Fund** **$ 37,468.00 Drain Fund**
APPROPRIATION REQUIRED	**$ 0**
FUND BALANCE IMPACT	**$ 0**

BACKGROUND INFORMATION:

Rehabilitation of 11 Mile Road between Wixom Road and Beck Road is needed to repair the road surface and extend the life of the road, which was rated a PASER 4-5 in 2024. This project includes two categories of road construction:

- Road rehabilitation – asphalt mill and resurfacing between Wixom Road to just east of Wembley Drive.
- Road reconstruction – full-depth asphalt reconstruction between just east of Wembley Drive to western RAB limit and full concrete reconstruction within RAB limits.
-

Originally, a roundabout (RAB) at 11 Mile Road and Beck Road was included in the design of the Beck Road Reconstruction project, which will be starting construction this spring. However, the RAB was removed from the project due to time constraints related to federal funding the project was receiving. During the initial RAB design, issues with undersized storm sewer were identified along 11 Mile Road. This necessitated full road reconstruction between Beck Rd and just east of Wembley Dr to upgrade the storm sewer and discharge it properly.

Additionally, an 8-ft wide shared-use path will be added to the south side of 11 Mile Road between Wixom Rd and the ITC Trail, and between the Oberlin subdivision and Bosco Fields Park. The connection to the intersection at Beck Road and 11 Mile will be investigated during design, however, there is not enough space on the north side of the pond to construct without significant cost or impacts. A route south of the pond is possible and can be discussed as part of the project or separately as future Bosco plans are formulated.

AECOM prepared a scope of services for the design of 11 Mile Rd, Wixom Rd to Beck Rd, rehabilitation and reconstruction and RAB construction at 11 Mile Road and Beck Road. The attached proposal outlines the detailed scope of services. The design fee will be $108,976.37, which is adjusted from the consultant fee table based on work already completed in previous designs.

The fee derivation is based on the following construction estimate breakdown:

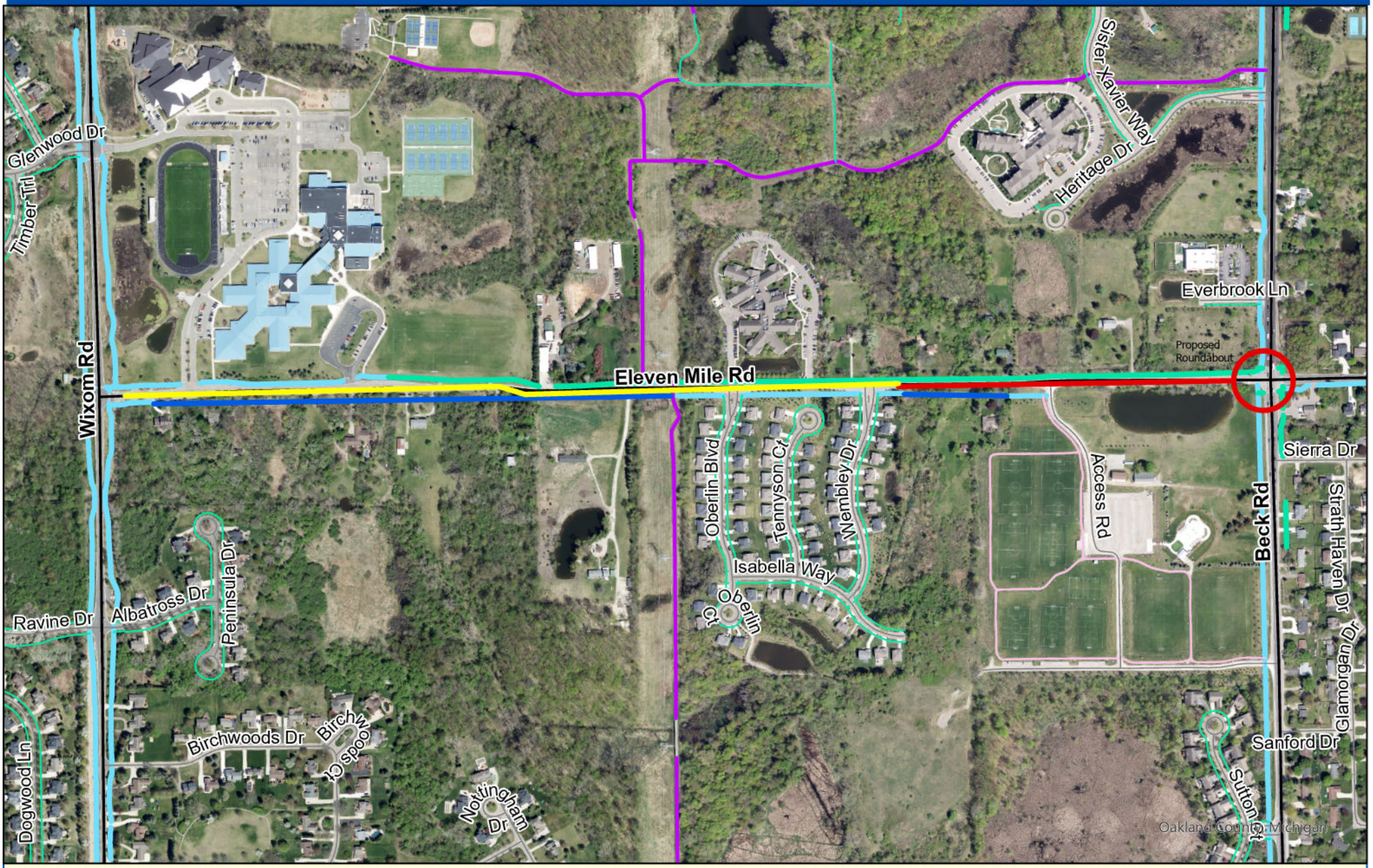
• 11 Mile Rd Mill & Resurface	$ 559,461.10 x 6.25%	= $34,966.32
• 11 Mile Rd Reconstruction & RAB	$ 1,556,833.85 @ flat rate	= $25,000.00
• Storm sewer	$ 1,088,212.40 x 3.13%	= $34,061.05
• Shared use path	$ 239,184.00 x 6.25%	= $14,949.00
Total		**$ 108,976.37**

Design will begin immediately after the award, with construction expected to start in spring 2027.

RECOMMENDED ACTION: Approval to award engineering design services to AECOM for 11 Mile Road, Wixom Road to Beck Road, rehabilitation and reconstruction, and for

the construction of a roundabout at the intersection of 11 Mile Road and Beck Road, in the amount of $108, 976.

11 Mile Road Rehabilitation/Reconstruction and Roundabout, Beck Rd to Wixom Rd



Map Author: Runkel
Date: 1-20-26
Project: 11 Mile, Beck to Wixom
Version #: 1.0

Feet
0 0.05 0.1 0.2
1 inch = feet

Sidewalks Existing

Route Type

- Pathway Major
- Pathway Multi-Use
- Pathway Municipal
- Proposed Pathway
- Road Rehabilitation
- Sidewalk Local
- Sidewalk Major
- Road Reconstruction

City of Novi
Geospatial Resources Division
Integrated Solutions Dept.
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

January 13, 2026

Ms. Rebecca Runkel
City of Novi
Field Services Complex
26300 Lee Begole Drive
Novi, MI 48375

Reference: Scope and Fee Letter for
11 Mile Road Reconstruction

Dear Ms. Runkel,

AECOM is pleased to submit this proposal for the above referenced project. The work to be completed in this project is the rehabilitation and reconstruction of 11 Mile Road from Wixom Rd to Beck Rd. The proposed work is the construction of a concrete pavement roundabout at the intersection of 11 Mile Rd and Beck Rd as a continuation of the Beck Rd Reconstruction project that is set to be constructed in 2026. Along with the roundabout will be drainage improvements extending to the Novi-Lyon Drain (just east of Wembley Dr), which will require full depth asphalt pavement reconstruction, finally a mill and resurface of asphalt pavement plus spot curb and gutter repair from Wixom Rd to the Novi-Lyon Drain. This construction will also add an 8' HMA pathway on the south side of 11 Mile Rd from Wixom Rd to the ITC Trail and a 6' concrete sidewalk connecting the sidewalk at the Oberlin subdivision to Bosco Fields.

The following tasks will be completed for the projects:

Initial Meeting and Scope Verification

The intent of this task is to meet with the City and verify the limits and scope of work for the project. The city will establish the desired work to be completed. AECOM will then perform a field review of the site to determine the best approach and any other elements of work that would be required.

Survey and Base Plans

The intent of this task is to provide topographic survey and base mapping as needed for the proposed design work. While the segment of 11 Mile Rd had been surveyed and preliminarily designed previously, the survey was performed in December of 2020, so survey should be recollected at least behind the back of curb from Wixom to the ITC Trail to account for any grade changes that may have occurred since then.

AECOM will prepare base plans (30% - 40% complete) to identify the major design features. These plans will also be used to further the utility investigation and resolution of potential conflicts. Base plans will include the results of the survey information, utility information received in response to our solicitations for information, and a preliminary estimate.

AECOM will obtain existing utility data with a design ticket through the MISS DIG system. In addition, AECOM will distribute the base plan design set to the utility companies that have indicated that they have facilities in the project area. We will incorporate the additional information that utility companies provide to AECOM into the plan set.

Preliminary Plans

Incorporating the information obtained from the above tasks, we will prepare the preliminary plan sets (90%) in accordance with City requirements. Soil boring/pavement core information will be included in the plans. This submittal will include items such as the typical cross sections, materials/quantities, and details. A Project Manual and preliminary updated cost estimate will also be prepared and submitted for each contract.

AECOM Great Lakes, Inc.
39575 Lewis Drive, Suite 400
Novi, MI 48377
Tel: 248.204-5900
Fax:248.204.5901

Final Plans and Proposal

Incorporating comments from the City, AECOM will develop the final plans submittal, including the plan sets, Project Manual, and cost estimates.

Schedule

Concept Plans (To Novi)	August, 2026
Final Plans (Ready to be submitted for advertisement)	October, 2026
Out to bid	November, 2026
Construction	Spring, 2027

Construction

AECOM will provide full time inspection, contract administration, and staking as required for the projects. Materials Testing during construction will be performed by a geotechnical engineering firm hired directly by the City under the direction of AECOM.

Estimated Fees:

AECOM will provide Design Engineering services and Contract Administration services per the 2022-2027 Engineering Fees Table.

The estimated cost of work for this project was determined by approximate quantities established through field visits as well as satellite imagery. The estimated unit prices used were developed from average unit prices from recently bid MDOT projects. The rates have been reduced from the agreed upon rates due to portions of the work already completed in previous designs.

11 Mile Rd Wixom-Beck & RAB Design Fee:			
Mill & Resurface – Construction Estimate	=	$559,461.10 x 6.25% =	$34,966.32
Reconstruction & RAB – Construction Estimate	=	$1,556,833.85 @ Flat Rate =	$25,000.00
Storm Sewer – Construction Estimate	=	$1,088,212.40 x 3.13% =	$34,061.05
Shared Use Path – Construction Estimate	=	$239,184.00 =	$14,949.00
Total			$108,976.37

We understand that fees for construction phase services will be determined after a construction contract is awarded and that the City will pay the geotechnical firm for soil borings/cores, and materials testing during construction directly.

Please contact me if you have any questions or wish to discuss this submittal.

Sincerely,

AECOM Great Lakes, Inc.

Sean Kelsch, PE
Vice-President

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Consideration of approval to award engineering design services to AECOM for a Meadowbrook Road, 9 to 10 Mile Road, project, in the amount of $128,267.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- The proposed scope is in addition to ditching and storm sewer work that was designed last year.
- The water main between Chattman Dr and 9 Mile Rd was installed in 1970 and is at risk of breaks.
- The segment of road has poor rideability due to transverse cracks in the surface pavement.

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	**$ 68,680.00 Water Main Lining** **$ 59,587.26 Road Resurfacing** **$128,267.26 TOTAL**
BUDGET **Water & Sewer Fund 592-536.00-976.198** **Major Street Fund 202-449.20-975.201**	 **$ 201,850.00 Water & Sewer Fund** **$ 100,146.00 Major Street Fund**
APPROPRIATION REQUIRED	**$ 0**
FUND BALANCE IMPACT	**$ 0**

BACKGROUND INFORMATION:

City engineering consultant, AECOM, began designing drainage improvements for Meadowbrook Rd, 9 to 10 Mile Rd, in 2024 due to issues with the overall drainage system. During the design, it was noted that there is aging asbestos-cement water

main along Meadowbrook Rd between Chattman Dr and 9 Mile Rd, along with needed road rehabilitation. To avoid impacting the area repeatedly over the next several years with construction projects, City staff decided to combine the drainage, water main, and road rehabilitation into one project.

In addition to the ditching and storm sewer work that was previously designed, the existing asbestos-cement water main is proposed to be lined with Cured-In-Place Pipe (CIPP) lining. This lining method is less disruptive to residents since it is a trenchless method of rehabilitating water main. Following the water main lining, the project proposes a 2-inch mill of the existing concrete pavement and placement of 3-inches of asphalt. Drainage improvements would be made during the road portion of the project.

AECOM prepared a scope of services for the design of the water main lining and road resurfacing of Meadowbrook Road, 9 to 10 Mile Road. The attached proposal outlines the detailed scope of services. The design fee will be $128,267.26, which is adjusted from the consultant fee table based on work already completed in previous design.

The fee derivation is based on the following construction estimate breakdown:

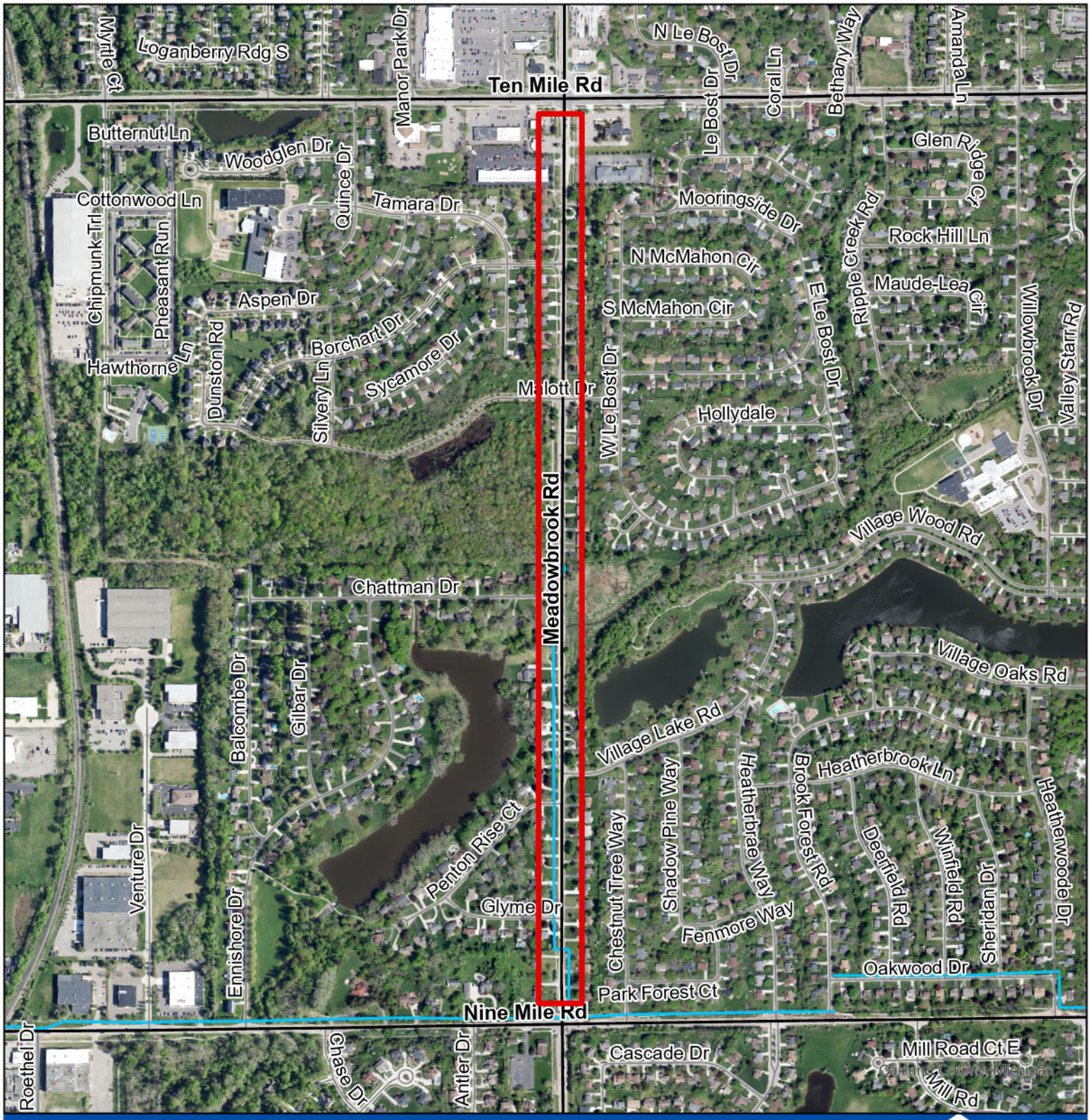
• Water Main Lining	$ 1,098,880.00 x 6.25%	= $68,680.00
• Resurfacing	$ 1,324,161.30 x 4.5%	= $59,587.26
Total		**$ 128,267.26**

Design will begin immediately after the award with construction expected to start with water main lining in summer or fall of this year, and drainage and road work to follow in 2027. The road work is being planned for 2027 due to other road construction projects occurring nearby in 2026 (8 Mile Bridge - Wayne County, Novi Rd 8 to 9 Mile - RCOC, and Village Wood, Cranbrooke to Haggerty). The water main lining is not expected to require any traffic detours.

RECOMMENDED ACTION: Approval to award engineering design services to AECOM for a Meadowbrook Road, 9 to 10 Mile Road, project, in the amount of $128,267

Meadowbrook Road, 9 Mile Rd to 10 Mile Rd

Water Main Lining, Road Rehabilitation and Drainage Improvements



CITY OF NOVI
cityofnovi.org

Water Main
Project Area

N

Feet
0 50 100 200

Map Author: Runkel
Map Print Date: 1/20/26

January 13, 2026

Ms. Rebecca Runkel
City of Novi
Field Services Complex
26300 Lee Begole Drive
Novi, MI 48375

Reference: Scope and Fee Letter for
Meadowbrook Rd Water Main Lining & Resurfacing

Dear Ms. Runkel,

AECOM is pleased to submit this proposal for the above referenced project. The work to be completed in this project is in addition to the already dedicated ditching and storm work that has been designed on Meadowbrook Rd from 9 Mile Rd to 10 Mile Rd. The water main lining is proposed to be Cured-In-Place Pipe (CIPP) lining for the existing AC water main. The other aspect of this project being added is the resurfacing of Meadowbrook Rd with a 2" mill of concrete and a replacement of 3" of asphalt. This will require the reconstruction of all adjacent driveways and intersecting roadway approaches to match the new road elevation

Initial Meeting and Scope Verification

The intent of this task is to meet with the City and verify the limits and scope of work for the project. The city will establish the desired work to be completed. AECOM will then perform a field review of the site to determine the best approach and any other elements of work that would be required.

Base Plans

AECOM will prepare base plans (30% - 40% complete) to identify the major design features. These plans will also be used to further the utility investigation and resolution of potential conflicts. Base plans will include the results of the survey information, utility information received in response to our solicitations for information, and a preliminary estimate.

AECOM will obtain existing utility data with a design ticket through the MISS DIG system. In addition, AECOM will distribute the base plan design set to the utility companies that have indicated that they have facilities in the project area. We will incorporate the additional information that utility companies provide to AECOM into the plan set.

Preliminary Plans

Incorporating the information obtained from the above tasks, we will prepare the preliminary plan sets (90%) in accordance with City requirements. Soil boring/pavement core information will be included in the plans. This submittal will include items such as the typical cross sections, materials/quantities, and details. A Project Manual and preliminary updated cost estimate will also be prepared and submitted for each contract.

Final Plans and Proposal

Incorporating comments from the City, AECOM will develop the final plans submittal, including the plan sets, Project Manual, and cost estimates.

Schedule

Concept Plans (To Novi)	March, 2026
Final Plans (Ready to be submitted for advertisement)	April, 2026
Out to bid	May, 2026
Construction (Water Main Lining)	Summer/Fall, 2026

AECOM Great Lakes, Inc.
39575 Lewis Drive, Suite 400
Novi, MI 48377
Tel: 248.204-5900
Fax:248.204.5901

Construction (Storm/Resurfacing) Spring/Summer 2027

Construction
AECOM will provide full time inspection, contract administration, and staking as required for the projects. Materials Testing during construction will be performed by a geotechnical engineering firm hired directly by the City under the direction of AECOM.

Estimated Fees:
AECOM will provide Design Engineering services and Contract Administration services per the 2022-2027 Engineering Fees Table.

The estimated cost of work for this project was determined by approximate quantities established through field visits as well as satellite imagery. The estimated unit prices used were developed from average unit prices from recently bid MDOT projects.

Meadowbrook additional Design Fee:

Water Main Lining – Construction Estimate	=	$1,098,880.00 x 6.25% =	$68,680.00
Resurfacing – Construction Estimate	=	$1,324,161.30 @ 4.50% =	$59,587.26
Total			$128,267.26

We understand that fees for construction phase services will be determined after a construction contract is awarded and that the City will pay the geotechnical firm for soil borings/cores, and materials testing during construction directly.

Please contact me if you have any questions or wish to discuss this submittal.

Sincerely,

AECOM Great Lakes, Inc.

Sean Kelsch, PE
Vice-President

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Approval and confirmation of goal language from January 10, 2026 Council Goal Setting Session

SUBMITTING DEPARTMENT: City Manager

BACKGROUND INFORMATION:

As in years past, City Council approves a final draft of the goal language that was discussed and voted on at their Goal Setting Session, formerly known as the Early Input Budget Session. During this year's session, City Council discussed a broad range of goals and priorities, which were organized into two primary focus areas: *City Services & Community Experience* and *Infrastructure, Economic and Community Development, and Financial Stewardship*. From that discussion seven draft goals emerged.

Upon approval of goal language, staff will work to further define and clarify each goal, establishing objectives, metrics, and targets for each. Additionally, staff will continue to report progress quarterly.

RECOMMENDED ACTION: Approval and confirmation of goal language from January 10, 2026 Council Goal Setting Session.

City Services & Community Experience

1. *Bi-annual Citizen Survey:*
By the end of calendar year 2026, bring forward a comprehensive proposal to Council for implementing a new bi-annual citywide citizen survey (similar to the National Citizen Survey Novi previously used) to better measure resident satisfaction and inform City decision-making.

2. *Public Art & Placemaking Strategy*
Establish a dedicated Public Art Fund beginning in FY 2026, funded at approximately $1 per resident annually from the General Fund with year-to-year rollover, supplemented by grants and private donations where feasible. The Cultural Arts Advisory Committee will develop and forward recommendations on public art locations, project concepts, and funding priorities for City Council review and approval.

To further this initiative, by the end of FY 2026, develop and present a Citywide Public Art Strategy (led through the Cultural Arts Advisory Committee and in coordination with Planning, Community Development, and Parks, Recreation & Cultural Services) that enhances the character of Novi's city centers, expands public art opportunities, and recommends zoning and policy mechanisms to incentivize privately displayed public art as a recognized public benefit

3. *City–School Collaboration & Community Facilities Planning*
By the end of FY 2027, convene at least one joint public meeting between the Novi City Council and the Novi Community School District Board of Education to identify partnership opportunities that maximize community benefit, reduce duplicative services, and inform shared use of facilities, including community access associated with upcoming high school campus renovations.

Building on this collaboration, complete a Community and Recreation Center Needs and Scope Study by 2027 that assesses resident needs and service gaps; inventories existing City, school district, and partner facilities; incorporates structured coordination with the school district regarding recent and planned facility investments; and defines potential facility scope options with high-level, itemized cost estimates for future consideration and implementation.

Infrastructure, Economic and Community Development, and Financial Stewardship

4. *Property Development Planning:*
By the end of FY27, develop and formally vet a comprehensive property development and reuse strategy for key City-owned sites (including the Bosco "Back 40," the ITC East property, and the existing Police Station site) to guide future development decisions, align with community and economic objectives, and ensure readiness for implementation once the new police facility is operational.

5. *Economic Development Strategy:*

By FY 2027, complete and implement a comprehensive reset of Novi's Economic Development Strategy to attract, retain, and grow a diverse mix of businesses, diversify the City's tax base beyond residential growth, and accelerate high-quality commercial and corporate investment - particularly within key opportunity areas such as the Twelve Mile Corridor and the M-5/Haggerty area.

Success will be measured by:

- Short-term (within 12 months): Adoption of a new, data-driven economic development strategy with clearly defined priorities, internal ownership, and staffing alignment.
- Mid-term (18–24 months): Increased business attraction and retention activity, strengthened partnerships (including the Novi Chamber and regional partners), and measurable growth in commercial investment and the non-residential tax base.

6. *CIP Millage Renewal:*

Bring forward the necessary planning, financial analysis, and approvals to place a renewal of Novi's current Capital Improvement Program (CIP) millage before voters in August 2026, with options for a 10- or 20-year term, to ensure financial sustainability of the capital program and avoid detrimental impacts to the General Fund.

7. *Five-Year Compensation & Benefits Cost Strategy:*

Develop and present a five-year compensation and benefits cost outlook for the City of Novi, including projected impacts, risk drivers, and recommended strategies to inform budget and labor planning decisions.

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Consideration of a Resolution Regarding the Sunsetting of the Older Adult Services Advisory Board.

SUBMITTING DEPARTMENT: Parks, Recreation and Cultural Services – Older Adult Services

KEY HIGHLIGHTS:

- The Older Adult Services Advisory Board was created by City Council in 2013 as a two-year advisory body to support Older Adult Services initiatives.
- The Board was not formally renewed following the conclusion of its initial two-year term in 2015 but has continued to meet informally on a bi-monthly basis.
- Over time, the Board's role has largely duplicated program reporting already provided regularly to the Parks, Recreation and Cultural Services Commission.
- In 2025, the Board has experienced changes in membership and attendance challenges.
- The City is currently engaged in developing a Strategic 2050 Plan, which is anticipated to inform future approaches to aging in place, accessibility, and livability, including the potential creation of a new advisory or advocacy body determined by City Council.

BACKGROUND INFORMATION:

The Older Adult Services Advisory Board was established by City Council resolution in March 2013 as a two-year advisory body to support the implementation of strategies in the Older Adult Strategic Plan, assist with older adult–related initiatives, contribute to community engagement and advocacy efforts, and provide quarterly updates to the PRCS Commission. The original resolution specified that continuation beyond the initial two-year period would require further action by City Council.

The Board was not renewed at the conclusion of its original term in 2015. Despite this, the group continued to meet informally, with staff providing program updates consistent with those already shared through established PRCS Commission reporting processes.

Given the absence of an active authorizing resolution, changes in membership, attendance challenges, and the duplication of reporting functions, staff recommend

formally sunsetting the Older Adult Services Advisory Board. This action aligns with the City's broader Strategic 2050 planning efforts, which are expected to guide future policy direction and may result in the establishment of a new, formal advisory or advocacy body focused on aging-related issues.

RECOMMENDED ACTION: Approval of the resolution regarding the formal sunsetting of the Older Adult Services Advisory Board.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION REGARDING THE SUNSETTING OF OLDER ADULT SERVICES ADVISORY BOARD

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on _____, 2026, at ____o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers_____

ABSENT: Councilmembers_____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

RECITALS

WHEREAS, the City Council created the Older Adult Services Advisory Board by Resolution dated March 25, 2013; and

WHEREAS, the goal of the Advisory Board was to provide programs, recreation, and special events for older residents while allowing them to stay as independent as possible; and

WHEREAS, the Advisory Board was to provide regular updates to the Parks and Recreation Cultural Services (PRCS) Commission; and

WHEREAS, the Advisory Board was to be in existence initially for a period of two years; and

WHEREAS, since the passage of the resolution in 2013 the City has developed additional resources for the provision of similar services and that the Advisory Board has served its initial purposes well beyond the initial expected term.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council extends an appreciation to the Advisory Board for the significant effort by its members over the years since 2013 and for the quality of service provided by the members and the staff and liaisons over those years; and

2. The City Council determines that the efforts of the Advisory Board to this point have served the City's sufficiently that the Advisory Board can be formally sunset as of and from the date hereof.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

_____
Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this _____ day of _____, 2026, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

_____
Cortney Hanson, City Clerk
City of Novi

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
SATURDAY, JANUARY 10, 2026 AT 9:30 A.M.

Mayor Fischer called the meeting to order at 9:30 A.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz, Martinez, Smith, Staudt

ALSO PRESENT: Victor Cardenas, City Manager
Danielle Mahoney, Assistant City Manager
Thomas Schultz, City Attorney

APPROVAL OF AGENDA:

CM 26-01-001 **Moved by Casey, seconded by Smith; MOTION CARRIED: 7-0**

To approve the agenda as presented.

Roll call vote on CM 26-01-001 **Yeas: Casey, Gurumurthy, Heintz, Martinez, Smith, Staudt, Fischer**
Nays: None

PUBLIC HEARINGS: None

PRESENTATIONS: None

CITY MANAGER REPORT: None

CITY ATTORNEY REPORT: None

AUDIENCE COMMENTS:

Tina Miller, 1957 West Lake Drive, said she is the chairperson of the Walled Lake Improvement Board and she's a member of the Lake Area Homeowners' Association. She said she understood the goal of the meeting is to set priorities for the budgeting process. She wanted to add two items for the Council to consider that are not large dollar amounts, but they would benefit the Walled Lake homeowners and the Novi residents that visit pavilions in Lake Shore Park. At the end of September 2025, water levels were low and residents had issues leaving their docks or removing their boats for the winter season. The Oakland County website shows that Walled Lake was held at a legal lake level. They requested a review of the legal lake level that was established in 1984 because they believe it should be higher. She said the second request is to install or deliver gravel (or a different material) to stabilize or help restore an eroded shoreline near the dam on the southwest corner of Walled Lake. Currently, the water leaves the lake and creates a wetland on easement that circumvents the dam. It's a low level so the dam is no longer holding its purpose. That is just west of Old South Lake. On a personal note, Ms. Miller said That Novi is considered a "Bee City". That was in a meeting in April of 2025 where they had a student, Ananya Gupta, present on bees and pollinators. They

had that award. She asked for the City to take a look at the easements that are owned around the lake and see if they can improve a "no-mow" zone, allowing natural vegetation to grow and to deter waterfowl. This would reduce e-coli contributions to the water quality and erosion along the shore.

Dennis O'Rourke, 371 Osprey Street in Walled Lake, introduced himself and said he is the Walled Lake Representative for the Lake Board and an active member of the Lake Area Homeowners' Association. He was just elected to the Walled Lake City Council. He came to support what Ms. Miller said. They work in partnership with Jerry Anderson (from LAHA) for the lake quality. He supported what she said and said it was the truth. There are some serious issues containing the lake water. Oakland County is repairing the dam. They are taking the metal blockades on the dam and replacing them with boards to help control the lake level. The overrun is having a negative effect on the shoreline. He invited each of the Council members to meet out there and take a walk so they can see what they're talking about. There is more boat traffic than ever before, and the boats are getting bigger and larger. He said it's very rare to see a new boat that has a 70- or 90-horsepower engine. The new boats have 150, 200, 250 or even a 300-horsepower engine in them. He said this matters because it significantly increases the amount of water waves across the lake—especially on the weekends. He had to put in a seawall because some of the wakeboards eroded over 3.5 feet of his shoreline. He said when you're looking at the sheer volume of recreational boating, it has a significant effect on the shoreline. He said it's time to take a look at it. As a Lake Board representative, he invited each Council member to look at the situation. He said they had invited the Council in Walled Lake to come look, too.

Jerry Anderson, 127 S. Pontiac Trail, introduced himself as the President of LAHA (Lake Area Homeowners Association). He said they represent the riparian owners on Walled Lake and on Shawood Lake. He said Walled Lake is interesting because 2/3 of it is in Novi. The support and enjoyment of the parks is based on the water level and the quality of the level. With the Lake Board, they have gotten rid of the invasive weeds. With Council's support, they try to control the geese population the best they can. He said Walled Lake is a unique lake. It is the third biggest lake in Oakland County. It's 670 acres, about a square mile, but the average depth is only 12.7 feet and 42% of that is only five feet deep. He said when they lose inches, it sounds very little, but one inch of water on the size of this lake is 18 million gallons of water. The established lake level was done in 1984. In 1988, they went to a different method. He said without getting into the nerdy things, they believe they are losing four inches of water. In cooperation with Oakland County, they would like to coordinate a survey to understand if they can gain some water. He said since 1984, most of the homeowners have put in seawalls or other things to protect their property. They believe it would be reasonable to review this situation. He said the survey would be great—especially because it goes hand in hand with the shoreline erosion. If they can't keep the water in the lake, it creates a really bad situation. They normally need spring water rain to get them through the drier month of August. Regarding the shoreline erosion, he said the water is now leaving the lake before it even reaches the lake level which makes the dam almost useless. He said there are a couple of factors. He said

they're not looking for boardwalks back there; they're looking for some shoreline stabilization.

Bill Halvangis, 2020 Austin Dr on Shawood Lake. He lives there with his wife, Karla. He stood to support the previous statements requesting an investigation or look for lake level, in particular. He has two measuring points—his dock and his seawall that help him keep an eye on the lake level of Shawood. This past year, the level has fluctuated as much as 14 inches. There is a stand from the high of spring to the low of fall in September and October. He said that water level exposed the gravel bed at the base of their seawall. He bought this house in 1984, and he has never seen that gravel bed. He said Shawood Lake and Walled Lake are connected. He said that lake level is of concern. He encouraged Council to put this issue on a docket and pay attention to the gem Shawood Lake, which is, of course, connected with Lakeshore Park and Pavillion Park.

Gary Zack, 359 S. Lake Drive, said he agrees that there has been a lot of fluctuation in the lake level. He has been living there for 35 years, and he has seen this happen many years. He said oftentimes, when there's a drought in the fall, you have trouble getting your boat out. It's been that way. He wanted to present the other side of the story. He said down at the southwest side of the lake, there are several houses—including his—that are in the lower spot of the lake. It's one of the lowest spots. Parts of Pavillion Shores on the corner by that gray house are in that area. This April, they had water over topping their seawall. It's a $20,000 seawall and it's washing out the land behind it because the lake was running so high. He agrees that at the end of the year, it was low, but he doesn't believe the answer is to raise the level—especially in the spring. He said there are also a couple of houses near Pavillion Shores that have been flooded all the way around them with lake water. Some people have had damage to HVAC equipment that's there. He agrees that this needs to be thought about and he asked Council to please take into account the people who live at the lowest part of the lake. He agreed that there is fluctuation and the control structure should be the main control of the water going out of the lake.

CONSENT AGENDA REMOVALS AND APPROVALS:

CM 26-01-002 Moved by Casey, seconded by Gurumurthy; MOTION CARRIED: 7-0

To approve the Consent Agenda as presented.

A. Approve Minutes of:
December 15, 2025 – Regular Meeting

B. Approval of claims and warrants – Warrant 1194

Roll call vote on CM 26-01-002 **Yeas: Gurumurthy, Heintz, Martinez, Smith, Staudt, Fischer, Casey**
Nays: None

MATTERS FOR COUNCIL ACTION:

1. Appointments to Boards and Commissions

Clerk Hanson said Marc Jappaya was appointed to the full term on the Zoning Board of Appeals and Yogesh Kumar was appointed to the alternate position.

2. City Council Goal Setting Session

City Manager Cardenas said this is very similar to years past. Council has had access to a mechanism to which they can add their goals. He said the mayor would begin and then each Council member would have the opportunity to explain their high level of expectations and their thoughts behind them. In years past, there have been many different buckets they entered goals into. This year, they structured it so that there are two buckets with five opportunities. The first bucket is City Services and Community Experience. The second bucket is Infrastructure, Economic/Community Development and Financial Stewardship. Council will be weighing in on those two buckets, each member adding five goals to each bucket. Then, they will enter those goals, go into discussion refinement and then into voting.

Mayor Fischer said each member would get between three and five minutes to share their thoughts on their goals, highlighting the ones that they are pitching to everyone and make their case. He said they would do one round of that and then move into a discussion. He said if any questions arise from Council members, they would answer them and then move into the voting process. He clarified the timing of when these new goals will kick in. He said this meeting used to be called the "Early Budget Input Session." It was a time when members would bring up ideas for the budget before the April discussions and the following fiscal year. It was a way for the City Manager to get these ideas into the budget before those discussions took place in April. He believes things have shifted to an every-other-year exercise right after the election. This is meant to set the goal that the current Council session sees—not just for the next budget year, but also what those of us who will be here for the next two years expect of the city staff regarding the budget policy and otherwise. He said they would vote that day, staff will clean up the goals and then Council will formally approve the goals. The expectation is that staff will start running with the goals as soon as they are formally approved. This is not a time for early budget input; this is the City Council session's strategic goals for the next two years. He wanted to set those expectations up front for Council and for staff.

Mayor Pro Tem Casey began by saying she typically comes to this activity with a very long list of goals and objectives that she continues to reinforce over the next couple of years. This year is different for her because Novi is in the process of working on the Novi 2050 long-range strategic plan. They will be talking with residents and businesses to come up with strategic objectives, each of which will have a series of goals over the years to help the city get from this year to 2050. The city can't do it all in the first couple of years, so we'll be timing it out. Council knows this is coming. They know they're going to get some objectives. They know they're going to get some things that they are going to need

to accomplish from that plan. They're here now and each of them will be laying out what matters to them. As the plan gets completed, they'll have some conversation about the goals they've set, how that fits into the plan and what doesn't fit into the plan. They'll need to prioritize those things because they can't do everything. They might come up with a long list of objectives coming out of 2050. They might have 6-10 goals coming out of this session. They're going to have to figure out between themselves and then working with the administration how they are going to balance all the things that are going to be asked of the city and of the staff. She said they're going to define some goals today, but they also need to recognize that when 2050 is done, they may need to have some conversations about what gets done and what needs to be re-prioritized.

Mayor Pro Tem Casey said when she comes in with objectives, she focuses on them for the next couple of years. This year, she didn't come in with anything super big strategic because she's expecting 2050 to be that. As a bit of a surprise for her, she didn't have anything related to the older adults which is normally a very high and continued focus for her because she knows they're going to get significant input from the older adults when they do 2050. She's going to let those conversations and those insights drive the goals instead of her drive what she thinks should be done. She also knows that they are planning to reinvigorate and kind of create a new older adult advisory board that will be an output of the 2050 plan. They'll be charged with helping Council figure out how to execute some of the information they get. She's not bringing up anything to do with older adults, but that's not because they don't have her clear focus. She said regarding the 2050 plan, she's expecting that they're going to get a lot of feedback about the Novi residents with disabilities. She's hoping that even by bringing it up, she'll encourage the people with disabilities or their caretakers to be conscious of how accessible to our residents and visitors our city is. This will be a continued focus for her, although she is holding off setting goals for that at this time because she believes they'll get some input from the 2050 plan and they'll have appropriate goals set at that time. She said she focused on looking at opportunities to find areas that she doesn't expect to come out of 2050. She's trying to come up with a way to walk the talk about public art. She's also looking for ways to continue the modernization of the city boards and commissions they started over the last couple of years. Those are the target areas for her this year.

Member Heintz said it's easy to write different goals because they have more ambition than there are hours in the day. He tried to look at things they are actively doing or things that they've been working towards. One thing he put on the list is something that he believes may come up more formally from the Environmental Sustainability Committee: a compost drop-off pilot program. He would like that to start as early as the end of spring. He believes this could be a wonderful way to support a green Novi and really help Novi move forward. It would have a lot of different impacts like reducing organics that go into a landfill and produce methane gas. He would like Novi to create a Sustainable Plant position within the City of Novi. He said Novi does so many different things within the city across different departments. Everyone has their bits and pieces that have an environmentally sustainable impact. This could consolidate and free up staff time. He believes this would be a nice benefit to many, including staff and city residents. He said he would love to see a review of the wetland ordinance as well as other potential

ordinances described by residents here today, looking at potential "no mow" zone areas or other ordinances that could be reviewed and/or updated. This could be currently developed spaces or areas that are yet to be developed. Novi is 91% built out, so we don't have that much opportunity to impact the remaining potential development. He wants to make sure they are best serving anything that will be done as well as the current residents living in those areas. In terms of planning, Member Heintz said he would love to develop a plan for what's going to be done in the current space where the police station is located. He'd like to move forward with something that's going to be put in that area once the new police station is up and running. He would like to work with Parks and Recreation to look at different opportunities such as the island space with Shawood Lake and the Lakeshore building. He'd like that building to be useful for the community, especially in the Community Experience bucket category. He said regarding community experiences, Member Heintz said he'd like to work with the Novi Community School District and their future enhancements and plans for the high school renovations. He is especially interested in the field house (the building that will be separated from the school itself) and the possibilities that the community may have there. He'd like there to be a strong plan for once that building is up and running. Member Heintz said he is impressed with how Julie Farkas, Novi's Library Director, has values and missions for the Library Board. He appreciates how the library is embodying what Novi is and what Novi's values are. He would like the City of Novi to formalize six or so values to use as guideposts that staff and residents can use for daily decisions and processes to lead us into the future.

Member Martinez said he came to this process as the newest Council member. He is still onboarding with a lot of the city departments and staff. He comes with equal parts measured and aspirational. He focused on things that he believes are attainable. He believes the idea of community education on the different roles that different commissions and different boards play and how they relate to City Council is important, especially within the planning realm. One of the goals he proposed is to conduct at least one joint meeting between the City Council and the Planning Commission with the goal of improving the public understanding of the planning, zoning and development processes and to have some sort of plain language summary or infographic that can be given to people in the community. This would be helpful when projects come up. One would know which projects are going to planning, which projects will go to City Council, what the requirements are for each project and how one can determine what goes where. He said in some cases, that's easier said than done, but he likes the idea of having a conversation or a forum where residents can come and learn about it. He believes that would be beneficial. He said one of the goals he has for the CIP millage renewal plan would include considering the possibility of expanded facilities and spaces to help Novi's Parks and Recreation programming. He would like to have a prioritized project list and to try to locate private community partners wherever they can to maximize the impact of the millage proceeds. He believes this will help the Parks and Recreation Department continue to be top tier in what they do. Member Martinez added on to what Mayor Pro Tem Casey said about starting the work of developing a citywide public arts strategy where they can integrate Planning, Community Development, and Parks and Rec. He believes this would enhance the character of Novi's city centers and expand public art opportunities. In his mind, this might include revisions or amendments to Novi's zoning

ordinance so Novi can incentivize the opportunity for private developers who may come to our city. It would say, "We consider public art a public benefit in Novi." He believes we should encourage people to use some of those mechanisms so we can continue to expand the availability of public art in the City of Novi. He said he wants to learn more about this next goal when he talks with the Public Safety Department. From what he does know, he wants the residents to get the full value of their public safety bonds proceeds. He said the voters really came through in supporting the public safety bond, $120,000,000. He wants to make sure there is a plan in place for hiring and staffing so they can reduce the number of shifts in the new buildings that will be unstaffed. It's not that he believes the city is unsafe, but, in his mind, if Novi is going to spend this investment and build the buildings, Council needs to make sure there are people working in them. He said he supported the idea of having a joint meeting or collaboration between City Council and the Novi Community School District. This would help identify future partnership and collaborative opportunities to maximize community benefits and reduce duplicative services and offerings that may be done by both entities. He recognizes this is a mammoth goal. It sounds simple, but from his experience of having worked with the school district, he believes it will take a bit of work. He also believes it can happen. He'd like to have that conversation and he'd like there to be an open dialogue with the Board of Education partners. He said as a member of the Public Utilities Committee, he believed the conversation about public broadband/municipal broadband should be continued. He'd like to see some form of a feasibility study to evaluate regional partnerships with neighboring communities who are offering gigabit internet to their residents, public/private partnership models or even the possibility of city-owned fiber with competitively contract services delivered under that by a provider selected by Council. Member Martinez said he'd like a conversation about developing a city-wide grant strategy, hiring at least a part-time staff person who can seek out and apply for writing these grants so Novi can increase external funding for priority city projects. It could be a pilot program when they need to test things out.

Member Gurumurthy said she is grateful for the experience she has from having set goals with Council in the past. She is also grateful for the campaign experience where she got to talk with residents to find out and understand their priorities so she can propose some of the initiatives today. She thanked city staff for continuing to work on the goals that were set last time. One thing that is very critical to her is that you identify goals, track them, report on them and make that information available to the public. She believes city staff has done an amazing job of putting this information on the website. You can go there, see the progress and keep us accountable. She said she learned that certain things take more time, certain things are out of control, you need to take the budget into consideration and make things achievable within two years. She looked at the goals from two angles: operational and future. In terms of operational goals, she would like to improve resident access to the utility and infrastructure service information. She would like to see how the utility companies are doing, what can be shared, making it readily available so we can keep them accountable. It might be a dedicated webpage that consolidates all the resident focus information related to DTE, Priority Waste, GLWA and internet providers. When you make this information available in terms of how they are doing such as how many missed pick-ups, for example, people become more

accountable. She would also like preventative plans to be available. If the parter companies have maintenance coming up, it would be great to have it readily available, so the residents know what is coming. She would also include high-speed internet options, too. There are pockets of areas in the city where not just the internet, but high-speed internet is not available. She'd like to figure out what they can do in terms of making sure they know what is available and then work on top of that. Lastly, she'd like the city to host one public town hall with the utility partners, so the residents have easy access to ask questions. Member Gurumurthy said the second thing under operational outreach is to continue expanding the outreach with diverse populations in Novi. She said the city continues to do an amazing job with this. One thing she'd like to see within the boards and commissions, volunteering and activities is increasing the participation of our diverse communities. She said Novi is doing a phenomenal job, but she'd like to understand Novi's baseline today, where Novi is in regard to involvement and then increase the participation by 25%. She said Novi does a great job with translations of materials, social media and council meetings. She would like to see translations in the top three spoken languages in Novi. Additionally, Member Gurumurthy mentioned the Diwali festival last year. She would like to see a multi-cultural celebration once a year, hosted by the City, to bring all the different communities together. Being a member of the Sustainability Committee, she said everything takes time. When you put an environmental action is place, it takes time. She wants to make actionable goals. She said Novi, again, is doing an amazing job. Novi is gold certified in terms of My Green communities. She would like there to be an assessment of where we are today (gold) and figure out how to get to platinum. This will indirectly identify everything Novi can do such as wetland and woodland ordinances because sustainability has to be integrated in order for Novi to reach that level. Her goal is to figure out what they need to do to get to platinum whether it's policies, governance or budget costs. They can assess it as the Council and then execute it. That makes it actionable. For strategic goals, she said she'd like to understand where Novi is in terms of our current housing, meaning the different types of housing that exist in Novi, the gaps that exist, what the needs are, etc. Knowing this information will help them put a kind of guideline and framework for Council's discussions about future housing needs and how they want to balance Novi's housing stock and housing types. She said her second goal is the downtown. She said she will be expanding upon this during the detailed discussion, but she wanted to bring it up and clarify what they are looking for in terms of creating a strategy about where they want to take the downtown and how they are going to execute their goals. She said her third goal is economic development. She would like an assessment of where things are currently because Novi has different industries, corporations and businesses. She believes there are opportunities for Novi to go to the next level of improving or enhancing its economic development by retaining, attracting and bringing more businesses into Novi. Regarding Smart technology, she said there should be a goal about how we integrate it into our city. She said her outcomes are simple like an AI-powered chat or an app that residents can use to get information quickly versus calling or having to be there. She said the EV-charging assessment is another measurable outcome. She would like to see an assessment and see if Novi can do a pilot. She would also like to have a smart way to prevent utility issues, if that's possible. These ideas would all help Novi become a Smart city down the road. She said her last goal is to do a study of what Novi needs in terms of a community center.

She has a measurable outcome--a study versus what Novi needs, what the community is asking or looking for and itemized costs so they can have better discussions. She said all her goals will have measurable outcomes for Council to use.

Member Smith said he will be joining the Long-range Strategic Planning Committee this year. He acknowledged that some of the items he will mention will change depending on what comes from that process. He said all the things Council is wishing for came down to a budget. Things have to get paid for. There are bunch of things the City *has* to do and then there are things the City *would like* to do. A lot of the things he will be speaking about are things the City *would like* to do. To fund them, the City should bring on a grant writer. He has been the Novi representative for the Smart communities (SEMCOG). He has spoken with a lot of communities' representatives in SEMCOG that have grant writers that have been very successful at bringing money from either public or private sources into their community for projects. As an example, the land around the old racetrack in Northville received public and private funding for a lot of development of opening the river. They don't have a grant writer, but they do have Brian Turnbull who is a unique case. He said this is a good time to do a community and recreation center study. There will be open land at the police station when that comes down. He said there are a couple of blank slate pieces of land for parks. The ITC east, the 90 acres east of ITC and then the Bosco back 40 properties are available. Having a community center and places where people can gather was something that came up quite frequently when he was out talking to people this past election. He said he liked the idea of the Joint Council and Planning Commission meetings. He thinks it would be helpful for the community to understand the process better. It's complicated. There is a lot of stuff going on. He believes the more the community understands, the better feedback Council can get from residents about what they want and what they think Council should be doing. He said SMART and mobility are important to him. He'd like to expand what they're getting from the SMART millage. He believes we need bus stops to start with. Beyond that, there is micro transit that they're doing. We can expand routes and talk about doing specific special event kind of routing. For example, if something is going on at Suburban Collection Showplace, they could do something about that. For mobility, he said they currently have the sidewalk prioritization that came out of the Mobility Committee. They have the Active Mobility Plan, and they recently approved joining the 9 Line Coalition for the cross-county, non-motorized transit across Oakland County and around 9 Mile. He said they need to get those things aligned so they have a better plan about what they're doing. He doesn't believe there are a lot of gaps, but a better plan would make sure they have all those things going toward the same goal. He said residents talked to him this summer about high-speed internet access. He said it could be fiber or some other technology, and it could be public or use existing IST providers that are already in Novi. He believes in having a goal of making sure that everyone at least has access to gigabit or higher internet—even if they don't choose to use it. He believes this is an important thing going forward. He said they are continuing the work of the Environmental Sustainability Committee. As mentioned, they are talking about doing food waste recycling, a proposal that was very well received this summer. He said it's a big hit that may not cost a lot of money.

Member Staudt said his goals this year are incredibly simplistic. They include things like having our City staff have the same zealous attitude toward City facilities and businesses regarding ordinance enforcement as they do with residential properties. He said we need to clean up a lot of things in Novi and Council has to set an example. He would like Novi to have the attitude of when they see something, they fix it. For example, if there is a pothole, the City shouldn't be waiting for residents to report potholes that we're driving over every day as City employees. They should be fixed immediately. That attitude has to change throughout the city. These are simple things and they don't cost any money. Member Staudt said Novi's biggest challenge during the next two years (probably in the next five to seven years) is figuring out how they're going to pay for the employees they already have. Employee costs and benefits have become extraordinarily expensive. As time goes on, the portion of Novi's incoming revenue that's dedicated to this is increasing exponentially each year. One of his goals is to have a five- to seven-year study on employee compensation and how we anticipate paying for that. He said they do a three-year budgeting process, but that's not good enough because they're signing off on agreements with labor unions that add a lot of costs to the budget without the reflected amount of additional revenue. He said they have been talking about grant writing for as long as he has been here. He said they do a pretty good job of reaching out for grants as they become available. He said they probably know less about certain grants for traffic and roads and things like that. He said everything is not a revenue solution. He said the message from Novi's City Manager regarding this meeting mentioned some discussion about how Council needs to consider starting to reduce their costs. Everything has gone up hugely since COVID, but the biggest thing that's gone up is employee costs. Nobody wants to reduce the size of our City staff, but we are reaching a point where we're going to have a difficult time paying for the number of employees we currently have. He said he has been preaching this for the last three or four years. He believes it's becoming a reality sooner than later. He said they're not asking for additional revenue from the taxpayers through the millage for operations. He said he doesn't believe residents have a flavor for it right now. He said goals are all fun. He's sure they'll create some goals that sound great and they'll be far reaching, but they all have a cost associated with them. He encouraged Council to be really cognizant of making sure how they're going to fund the goals. He said he hears things like filling up our fire stations with staff. He doesn't know if there has been anything that Council has focused on harder over the last seven years than filling the police and fire departments with the necessary staff. Some of these decisions are being made because we have new people on Council that haven't been through these things. He said again that Council really needs to think about how they're going to fund the goals that are selected. He said he doesn't think there was anyone sitting out there who wants to write another check for increases in City operations. He said he'd be interested in seeing what kind of goals Council approves and what kind of vision they have for the future. They are in the process of making a long-term strategic plan which will be helpful in defining the next 5, 10, or 15 years. He said the next two years are going to be a major challenge. They're already getting information that they're going to have a reduction in revenue sharing from the State. He said when you start losing $6, $7 or $800,000 when 70-80% of your operating budget is personnel, tell me where that's going to be taken out of. He believes the budget discussion this year is going to be quite a challenge. He said there are some goals that they have that he

would like to see removed because they are things Council is moving forward with already. He said goals should be something new and exciting—not things already in progress.

Mayor Fischer said he believed Mayor Pro Tem Casey and Member Staudt hit a lot on the head with regard to his perspective on this goal-setting session. The things he'll be pushing forward are less transformative than things he's pushed in the past. They just pushed forward a public safety bond which will take a lot of staff's resources and time over the next couple of years. They also have the 2050 plan that will produce longer-term strategic goals. For him, this is more about tweaking things around the edge of where Council can focus over the next couple of years. They did a good job of changing the framework. He said they had 20-25 goals from their last session, so focusing on 6-10 makes sense with all the other things going on. He said he often tells people when they apply for boards and commissions that not everyone gets chosen but they keep at it. He reminded the newer Council members that not all goals will be chosen because they'll choose 6-10. It doesn't mean that some of their goals can't be carried forward during committees or other work that Council does. There are a lot of good things that were brainstormed. He doesn't agree with all of them, but things can be carried out in different ways. He said that's his way of telling colleagues these are the high-level, overarching, cross-functional, strategic goals for the next two years that could be carried forward through committee work. He said they got an email about whether it be state-shared revenue, other revenue declines or their revenue isn't coming in as robustly as they thought from their taxable revenues, they have an obligation to make sure they are doing the core City services the best they can and how the City residents deserve them. Goal setting gets into some of the wants. He said Council, as the deliberative body, the legislative body, has the obligation to figure out the funding for these goals--especially because they have gotten information that the revenue will likely plateau or decline over the next year or two. He said if they are talking about a brand-new recreation center, Council had better be prepared to go to the voters and ask for that one, two or three million dollars. If they're talking about adding to public safety, then they'd better throw the millage amount on the ballot because it is not on City staff to do that anymore. Staff is doing the best they can with the money they have, and Council needs to stop having unfunded mandates for them. Mayor Fischer said he will be pushing a couple of things forward. One of his goals is to bring back the biannual citizen survey. He said Council sits up there and talks about the people they've been talking with, the residents they've been talking to and the things that people want. There used to be a process where every two years, they would get a report card of all the different City services and the trends of how they were going. Council has gotten away from that formal process. He believes that information was invaluable to the decision-making process for them. He'd like to see that process brought back. He said his second goal is the CIP renewal which he believes is of upmost importance. He knows that is something that is technically in process, but he believes it should be an actual goal and not something to be taken off the goal list. He said they all know that brings in $4 - 5 million which funds fire trucks, all sorts of police and fire responses and things we want to do in the Parks and Recreation department. He said if they were to lose this funding source this year, it would be detrimental to the general fund bar none. This is an absolute top priority and something he will be supporting. He said there should

be a renewed emphasis and effort on economic development. He said they have recently seen a lot of proposals on the residential front. He said they used to do a good job of talking about diversifying Novi's tax base, making sure they had a good component of retail, residential and commercial such that if Novi did see recessions, if they saw a change in taxable value, they had a good diversity that would offset things if the other sectors fell apart. He believes they have gotten away from that. He said that given some of the messaging they've gotten on the revenue side, it's time to renew the efforts to bring in some commercial and larger corporate citizens. He said those are his three goals that he'll be putting forward.

City Manager Cardenas explained that they would go through the goals in each category and decide collectively if similar goals should be grouped as one or left separate. Once grouping was completed, Council ranked the goals in each category (*see attached*).

City Manager Cardenas said the goals will be brought to Council at the next meeting for final review and approval. Mayor Fischer said he thought there were a lot of really good ideas that were presented and they can be carried forward in committees and other things. He advised City Manager Cardenas to do his best to incorporate all aspects of both goals into one goal. Each criterion of each goal should be encompassed into one. That was the intent of combining these this year.

CONSENT AGENDA REMOVALS: None

AUDIENCE COMMENT: None

COMMITTTEE REPORTS: None

MAYOR AND COUNCIL ISSUES: None

COMMUNICATIONS: None

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 11:21 A.M.

_____ _____

Cortney Hanson, City Clerk Justin Fischer, Mayor

Date approved: January 26, 2026

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Transcribed by Diana Charles
Customer Service Representative

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Approval of request to transfer ownership of an existing Class C & SDM license from Wasabi K & H Inc. to Novi Ichiban Restaurant LLC (dba Ichiban Japanese Steakhouse), located at 42050 Grand River Ave, Novi, MI 48375.

SUBMITTING DEPARTMENT: City Clerk

KEY HIGHLIGHTS:

- Novi Ichiban Restaurant LLC (dba Ichiban Japanese Steakhouse) has purchased the business currently operating by Wasabi K & H Inc.
- Novi Ichiban Restaurant LLC will operate as a Japanese style Teppanyaki restaurant where guests can enjoy watching their meal cooked in front of them or order from the kitchen.
- The new owner has requested approval to transfer the existing liquor license from Wasabi K & H Inc. to Novi Ichiban Restaurant LLC.

BACKGROUND INFORMATION:

Novi Ichiban Restaurant LLC requests to transfer ownership of an existing Class C & SDM license from Wasabi K & H Inc. The business will operate in a similar manner as it was previously.

The general licensing policy as stated in Chapter 3 of the City Code states, at Section 3-13, that an applicant must demonstrate in particular that the proposed facility:

a) Will provide a service, product, or function that is not presently available within the city or that would be unique to the city or to an identifiable area within the city.

b) Is of a character that will foster or generate economic development or growth within the city, or an identifiable area of the city, in a manner consistent with the city's policies.

c) Represents an added financial investment on the part of a long-term business or resident with recognized ties to the city and the local community.

More specific review criteria are set forth at subsection 3-15(g), and in addition to the general information regarding the applicant and the facility or building at issue, they require a review of the benefits to the community of the proposed use:

(3) Benefits to community:

a) The effects that the issuance of a license would have upon the economic development of the city or the surrounding area.

b) The effects that the issuance of a license would have on the health, welfare, and safety of the general public.

c) Whether the applicant has demonstrated a public need or convenience for the issuance of the liquor license for the business facility at the location proposed, taking into consideration the following, together with other factors deemed relevant by the council:

1. The total number of licenses for similar establishments and/or operations in the city, considered both in terms of whether such number of similar establishments is needed and whether there may be a need for other types of establishments that could go unmet if the requested license were granted.
2. The proximity of the establishment to other licensed liquor establishments, the type of such establishments, whether such other establishments are similar to that proposed, and the anticipated impact of all such determinations.
3. Whether the proposed location is in an area characterized as developed, redeveloping, or undeveloped, and the anticipated impact of approving the newly proposed establishment in light of such character, taking into consideration the need for any type of additional licensed establishment in the area, and the need the particular type of establishment proposed.
4. The impact of the establishment on city policing and code enforcement activities;
5. The overall benefits of the proposed establishment to the city;
6. The overall detriments of the proposed establishment to the city; and
7. Any other factors that may affect the health, safety, and welfare relative to the need for and/or the convenience of the proposed establishment in the city.

RECOMMENDED ACTION: Approval of request to transfer ownership of an existing Class C & SDM license from Wasabi K & H Inc. to Novi Ichiban Restaurant LLC (dba Ichiban Japanese Steakhouse), located at 42050 Grand River Ave, Novi, MI 48375. The transfer will promote the of continuing availability of Japanese Hibachi style dining in the same location under a new owner and new management, with a refreshed interior and landscaping, thereby promoting a much needed revitalization of the property and the local community. The business will be operated in the City in a manner consistent with City ordinances and will be in a location that continues to demonstrate a need for this particular type of establishment.

ICHIBAN
STEAK - SEAFOOD - SUSHI - SPIRITS

Novi Ichiban Japanese Steakhouse

42050 Grand River Ave, Novi, Mi 48375

Ichiban Restaurants is dedicated to delivering dining experiences that leave a lasting impression on every guest. Recognized as a premier provider of the signature "knife-flying-fun" hibachi experience, Ichiban has elevated the standard of fine Japanese dining through its commitment to quality, entertainment, and hospitality. Under the leadership of Mr. Chun Chen, Ichiban Restaurants is proud to extend its distinguished brand and service excellence to the Novi community.

At Ichiban Japanese Steakhouse, guests will have the opportunity to dine in our hibachi dining rooms, where expertly trained chefs prepare meals tableside with skillful showmanship, or in our traditional dining area, which features a curated selection of sushi rolls and Japanese-inspired entrées prepared in our kitchen. This dual dining concept allows guests to enjoy both an engaging, interactive experience and a refined, contemporary dining atmosphere.

A full-service bar will also be available, offering wine, beer, and sake. The restaurant's primary focus will be on delivering exceptional food and outstanding service to every guest.

Mr. Chun Chen moved to the United States from China at the age of 16. While attending high school, he began working part-time in a Chinese restaurant operated by relatives, which sparked his early interest in the restaurant industry. In 2007, he took his first job at a Japanese restaurant in Ohio, where he discovered his passion for Japanese cuisine—beginning with the art of sushi-making and later training as a hibachi chef.

In 2008, Mr. Chen opened his first hibachi restaurant, **Ichiban Japanese Steakhouse**, in Ann Arbor, Michigan. Its success led to the opening of a second location in Sterling Heights in 2011. Building on his proven track record, he partnered with friends and family to launch two additional restaurants in 2023 and 2024.

Mr. Chen's deep passion for Japanese cuisine and years of hands-on experience have made him a respected figure in Michigan's dining scene. With a prime location at 42050 Grand River Ave, **Ichiban Novi** is positioned to become another long-standing and beloved restaurant, continuing the legacy of his successful ventures.

Over the past 17 years, Mr. Chen has successfully operated his own restaurants, building strong financial assets and reliable income streams to support the launch of this new venture. With extensive hands-on experience managing all aspects of restaurant operations, he is well-qualified for license approval. All four of his existing restaurants hold a Class C liquor license, with Mr. Chun Chen actively overseeing bar operations as well. He is confident that this new establishment will continue his track record of success in the industry.

The existing property located at **42050 Grand River Avenue** was previously occupied by **Wasabi Japanese Steakhouse**, which ceased operations in **July 2025**. While the former establishment offered a similar style of dining, it suffered from inadequate management that ultimately led to its closure.

The space will be rebranded and revitalized as **Ichiban Japanese Steakhouse**, a full-service dining establishment specializing in the interactive hibachi experience where meals are prepared in front of guests. The existing layout, fixtures, and equipment are highly compatible with Mr. Chen's operational concept, and the property already possesses the necessary plumbing and electrical infrastructure. Consequently, only minor renovations will be required—primarily focused on aesthetic enhancements to reflect Ichiban's brand identity and elevated dining atmosphere.

Aside from standard maintenance, no modifications are planned for the existing landscaping. The building façade will remain structurally unchanged, with the

exception of new exterior signage displaying the **Ichiban** name and logo. The majority of the work will focus on thorough cleaning and aesthetic improvements to refresh and modernize the restaurant's appearance.

Anticipated Hours of Operations

Sundays 12pm-9pm

Mondays - Thursdays 11am - 9pm

Saturdays 12pm - 10pm

734-417-2168
Jenny

Questionnaire A – Applicant Cover Information and Procedures for Liquor License

The Novi City Council will consider whether an applicant's proposal for a liquor license is reasonable when measured against the information contained within this completed application. Please answer each question thoroughly. All answers should be typed or printed legibly and neatly in black ink. If the space provided is insufficient for a complete answer, use additional sheets of paper, following the same format used in the questionnaire and attach to that part of the application. Failure to provide all required information or attachments could result in delay or denial of liquor license. All liquor license applications are subject to final approval by the Novi City Council. Please refer to Novi Alcoholic Liquor Ordinance, Articles I-II.

1(a). **Applicant's personal information**:

Name: CHUN CHEN

Address: _____

_____

Phone: _____

1(b). **Business location information**:

Name: ICHIBAN JAPANESE STEAKHOUSE

Address: 42050 GRAND RIVER AVE
NOVI, MI 48375

Phone: TBA

NOTE: If the applicant is a partnership, you must include the name and address of each partner and attach a copy of the partnership agreement. If the applicant is a privately held corporation, you must include the name and address of each corporate officer, member of the board of directors and/or stockholders. Attach a copy of the articles of incorporation.

2. Type of liquor license applying for (circle all those that apply):

☑ Class C ☐ Resort ☐ Tavern ☐ Club ☐ Hotel A B ☐ Quota ☒ Transfer ☐ Microbrewery/Brewpub

Theme of Proposed Business: RESTAURANT - JAPANESE STYLE TEPPANYAKI WHERE GUESTS CAN ENJOY WATCHING THEIR MEAL COOK IN FRONT OF THEM OR CHOOSE TO ORDER COOK FROM KITCHEN.

3. Street address and legal description of the property where liquor license is to be located:

42050 GRAND RIVER AVE, NOVI, MI 48375

PARCEL NUMBER 50-99-00-013-104

Questionnaire B – Administrative Background Information for Liquor License

The Novi City Council will consider whether an applicant's proposal for a liquor license is reasonable when measured against the information contained within this completed application. Please answer each question thoroughly. All answers should be typed or printed legibly and neatly in black ink. If the space provided is insufficient for a complete answer, use additional sheets of paper, following the same format used in the questionnaire and attach to that part of the application. Failure to provide all required information or attachments could result in delay or denial of liquor license. All liquor license applications are subject to final approval by the Novi City Council.

1. What is the applicant's management experience in the alcohol/liquor business? CHUN CHEN'S FIRST RESTAURANT VENTURE WITH A CLASS C LIQUOR LICENSE WAS IN 2008. CHUN CHEN ~~HAS~~ IS A HANDS ON OPERATOR ACTIVELY MANAGING HIS RESTAURANTS.

2. What is the applicant's general business management experience? ACTIVE WITH OPERATIONS, OVERSEEING ON PROFIT AND LOSS, DELEGATING MANAGEMENT FOR BETTER EFFICIENCY, PERFORMANCE MANAGEMENT, MAINTAINING VENDORS RELATIONSHIPS AND ENSURING COMPLIANCE W/ HEALTH & LIQUOR LAWS.

3. What is the applicant's general business reputation? ALL VENTURES OPERATING UNDER CHUN CHEN'S MANAGEMENT HAVE CONSISTENTLY RECEIVE STRONG RATINGS AND A SOLID REPUTATION FOR EXCELLENT SERVICE & HIGH QUALITY FOOD. LOYAL CUSTOMER BASE THAT VIEWS ICHIBAN AS A RELIABLE DINING DESTINATION.

4. What is the applicant's financial status and ability to build and/or operate the proposed facility on which the proposed liquor license is to be located? CHUN CHEN'S PROVEN SUCCESS IN RESTAURANT OPERATIONS HAS ENABLED HIM TO BUILD SOLID FINANCIAL ASSETS AND DEPENDABLE INCOME SOURCES TO FUND THIS NEW RESTAURANT.

5. What are the applicant's past criminal convictions involving moral turpitude, violence or alcoholic liquors? NONE

6. Does the applicant use alcoholic beverages to excess? NO.

7. What is the effect that the issuance of a license would have upon the economic development of the surrounding area?
A WELL MANAGED ESTABLISHMENT CAN SUPPORT COMMERCIAL REVITALIZATION EFFORTS, BECOMING SOCIAL HUBS CONTRIBUTING TO THE LIVELINESS OF THE NOVI COMMUNITY. THE ICHIBAN BRAND WILL HELP SHAPE A POSITIVE IMAGE FOR NOVI, POSITIONING IT AS A DESIRABLE PLACE TO LIVE, WORK & VISIT.

8. What effect would the issuance of a license have on the health, welfare and safety of the general public?
INCREASED BUSINESS ACTIVITY ALONG THE GRAND RIVER AVE AREA AND NOVI. WITH THE NEW HOUSING DEVELOPMENT OF THE RESIDENCES AT SAKURA ICHIBAN WILL BE A WELCOME OPTION. WITH OUR REASONABLE OPERATING HOURS MATCHED WITH RESPONSIBLE COMMUNITY ENGAGEMENT WILL HELP MITIGATE POTENTIAL CONCERNS.

9. Has the applicant received responses from the Police Department, Building Department and/or Fire Department with regard to the proposed facility?
IN PROGRESS. APPLICANT IS WORKING DILIGENTLY WITH BUILDING DEPARTMENT.

10. What is the public need or convenience for issuance of a liquor license for this facility at the proposed location?
THERE ALREADY WAS AN EXISTING RESTAURANT (WASABI). ICHIBAN IS TAKING OVER THE SPACE AND WITH CHUN CHEN'S EXPERIENCE IN RESTAURANT MANAGEMENT, IT WILL BE IN A POSITION TO THRIVE AND SUPPORT THE COMMUNITY.

11. What is the uniqueness of the proposed facility when contrasted against other existing or proposed facilities and the compatibility of the proposed facility to surrounding architecture and land use?
WITH THE DEVELOPMENT OF SAKURA NOVI (THE MIXED-USE VILLAGE) LOCATED LESS THAN 0.5 MILES AWAY, ICHIBAN RESTAURANT WILL COMPLEMENT THE AREA. IT WILL OFFER VISITORS ANOTER CHOICE FOR DINING OR GET TOGETHER SOCIALLY.

12. Does the facility to which the proposed liquor license is to be issued comply with the applicable building, plumbing, electrical and fire prevention codes and zoning statutes and ordinances applicable to the City of Novi? Has applicant received information from the appropriate departments?
THE FACILITY WAS ALREADY AN EXISTING RESTAURANT, ESSENTIALLY SERVING THE SAME CONCEPT OF DINING AND SIMILAR MENU OPTIONS BUT WITH BETTER MANAGEMENT.

13. What effect will the facility to which the proposed liquor license is to be issued have upon vehicular and pedestrian traffic in the area? TRAVELERS AND TOURISTS OFTEN SEEK AREAS WITH VIBRANT DINING OPTIONS. THE PROPOSED OPENING OF ICHIBAN RESTAURANT HOPES TO BRING MORE CONSUMERS TO THE AREA.

14. What is the proximity of the proposed business facility to other similarly situated licensed liquor facilities? BIG TOMMY'S PARTHENON IS ABOUT A MILE AWAY. SAKURA VILLAGE IS ABOUT HALF A MILE AWAY. PROPOSED ICHIBAN LOCATION HAS AN EXISTING LIQUOR LICENSE FROM PRIOR ESTABLISHMENT (WASABI)

15. What is the proximity of the proposed facility to complimentary uses such as office and commercial development? THERE ARE SOME COMMERCIAL DEVELOPMENT WITHIN ONE MILE AREA.

16. What effect would the proposed facility have upon the surrounding neighborhood and/or business establishments, including impacts upon residential areas, church and school districts? ICHIBAN WOULD PROVIDE NEIGHBORHOOD A DINING OPTION THAT IS FAMILY FRIENDLY SERVING QUALITY MEALS. A COMMUNITY WITH RESPONSIBLY LICENSED MANAGED VENUES CAN ATTRACT TOURISM, BOOSTING HOTELS & RETAIL SECTORS.

17. What proposed or actual commitments are being made by the applicant to establish permanency in the community? FOR MANY YEARS, ICHIBAN RESTAURANTS HAS BEEN A TRUSTED DINING DESTINATION, KNOWN FOR QUALITY CUISINE, WARM HOSPITALITY, AND ENDURING ROOTS IN THE COMMUNITIES WE SERVE.

18. What utilities are available to serve the facility? ICHIBAN WILL BE FULLY SERVED BY MUNICIPAL UTILITIES, INCLUDING ELECTRIC POWER, GAS, WATER, SANITARY SEWER & STORM DRAIN. HIGH SPEED INTERNET FROM SPECTRUM. WASTE DISPOSAL SERVICES WITH WASTE MANAGEMENT TO SUPPORT OPERATIONS.

19. What other factors should the Novi City Council consider? AS NOTED, ICHIBAN RESTAURANTS HAS MAINTAINED A SUCCESSFUL TRACK RECORD FOR 17 YEARS UNDER THE LEADERSHIP OF OWNER CHUN CHEN. HIS EXTENSIVE EXPERIENCE AND COMMUNITY PARTNERSHIP WILL MAKE A POSITIVE CONTRIBUTION TO NOVI'S GROWING BUSINESS COMMUNITY.

NOVI ICHIBAN

(FORMERLY: WASABI)
(BAR AREA RENOVATION)
42050 GRAND RIVER
NOVI, MI 48375

ADA REQUIREMENT NOTES

TOILET PAPER DISPENSERS SHALL PERMIT CONTINOUS PAPER FLOW AND MOUNTED 4'-0" CENTER TO FINISHED FLOOR.

HOT WATER AND DRAIN PIPES UNDER LAVATORIES SHALL BE INSULATED OR OTHERWISE CONFIGURED TO PROTECT AGAINST CONTACT.

THERE SHALL BE NO SHARP OR ABRASIVE SURFACES UNDER LAVATORIES.

IF SELF CLOSING VALVES ARE USED ON FAUCETS, FAUCETS SHALL REMAIN OPEN FOR A MINIMUM OF TEN SECONDS.

ALL STRESSES ON GRAB BARS AND COMPONENTS SHALL BE BASED 250 POUNDS.

PAPER TOWEL DISPENSER TO BE LOCATED AT A HEIGHT OF 44" ABOVE FINISHED FLOOR MAXIMUM.

PROVIDE LOOP TYPE ACCESSIBLE DOOR HARDWARE ON TOILET STALLS.

PROVIDE SIGNAGE ON RESTROOM DOORS ADJACENT TO LACH SIDE OF DOOR AT 60" ABOVE FINISHES FLOOR. USE NON-GLARE FINISH GRADE 2 BRAILLE AND RAISED LETTERS (1/32").

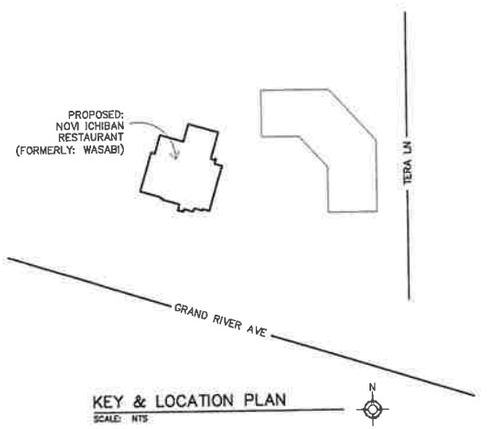
ALL DOOR MIN. WIDTH 2'-8" CLEAR AT 90 DEGREES OPEN.

ABBREVIATIONS

AFF	ABOVE FINISH FLOOR	IN	INCH
ALT	ALTERNATE	INCAND	INCANDESCENT
ALUM	ALUMINUM	JAN	JANITOR
AMP	AMPERE		
&	AND	KW	KILO-WATT
@	AT		
		LAV	LAVATORY
BD	BOARD		
BLDG	BUILDING	MAX	MAXIMUM
BTU	BRITISH THERMAL UNIT	MIN	MINIMUM
		MISC	MISCELLANEOUS
CFM	CUBIC FEET PER MINUTE	MTD	MOUNTED
CO	CLEAN OUT		
COMB	COMBUSTION		
COMP	COMPARTMENT	NO	NUMBER
C.W.	COLD WATER	N.T.S.	NOT TO SCALE
DIA	DIAMETER	OC	ON CENTER
DIS	DISPOSAL	OPEN'G	OPENING
DISC	DISCONNECT		
DISP	DISPENSER	P	PHASE
		PH	PHASE
EF	EXHAUST FAN	PL	PLATE
ELEC	ELECTRICAL	PREP	PREPARE
EX	EXISTING		
EXSTG	EXISTING	REFRI	REFRIGERATOR
		REQ'D	REQUIRED
FD	FLOOR DRAIN	RM	ROOM
FL	FLOOR	RTU	ROOF TOP UNIT
FLUOR	FLUORESCENT		
FPM	FOOT PER MINUTE	S.S.	STAINLESS STEEL
FT	FOOT, FEET	S/S	STAINLESS STEEL
		STL	STEEL
GA	GAGE		
GAL	GALVANIZED	TEMP	TEMPERATURE
GFI	GROUND FAULT INTERRUPTER	TYP	TYPICAL
GT	GREASE TRAP		
GYP	GYPSUM	VIF	VERIFY IN FIELD
HP	HORSE POWER	W.P.	WEATHER PROTECTED
H.W.	HOT WATER	WC	WATER CLOSET

LOCATION PLAN

NOVI ICHIBAN
(FORMERLY: WASABI)
(BAR AREA RENOVATION)
42050 GRAND RIVER
NOVI, MI 48375



KEY & LOCATION PLAN
SCALE: NTS

SCOPE OF WORK

BAR AREA RENOVATION OF THE EXISTING RESTAURANT, WASABI.

CODES

MICHIGAN BUILDING CODE (MBC), 2021 EDITION
MICHIGAN MECHANICAL CODE (MMC), 2021 EDITION
MICHIGAN PLUMBING CODE (MPC), 2021 EDITION
MICHIGAN ELECTRICAL CODE BASED 2023 NEC, N.E.C. WITH PART 8 STATE AMENDMENTS.
INTERNATIONAL FUEL GAS CODE, IFGC 2015
MICHIGAN BARRIER FREE DESIGN LAW, P.A. 1966 AS AMENDED AND THE 2009 ICC/ANSI A117.1 STANDARD AS REFERENCED FROM CHAPTER 11 OF THE 2015 MICHIGAN BUILDING CODE
LOCAL ORDINANCES AS IT RELATES TO BUILDINGS
THE WORK SHALL COMPLY WITH THE CODES

DRAWING INDEX

1	T.1	COVER SHEET
1.5	D.1	DEMOLITION PLAN
2	A.1	FLOOR PLAN
3	A.2	CEILING PLAN
4	P.1	PLUMBING – SUPPLY PLAN
5	P.2	PLUMBING – WASTE PLAN
6	E.1	ELECTRICAL LIGHTING PLAN

EXISTING BUILDING DATA:

TYPE OF CONSTRUCTION:
BUILDING: V-B, NONCOMBUSTIBLE, UNPROTECTED, EQUIPPED WITH SPRINKLER SYSTEM
USE GROUP: A-2
FIRE PROTECTION:
EXISTING SPRINKLER SYSTEM – NFPA 13-07
HOOD FIRE EXTINGUISHING SYSTEM – NFPA 17A-02
NON-SEPARATED: INDEPENDENT BUILDING, SINGLE USE

TENANT DATA

USE GROUP: A-2

1ST FLOOR: 7,930 SF
LOWER LEVEL: 6,250 SF
TOTAL AREA: 14,180 SF

OCCUPANT LOAD:	EXIST	PROPOSED
EMPLOYEES:	20	16
MAIN FLOOR:	165	119
LOWER LEVEL:	130	(NOT USE)
TOTAL:	315	135

GENERAL NOTES

THE GENERAL CONTRACTOR/TENANT SHALL OBTAIN ALL PERMITS, INSPECTION, AND ALL FEES REQUIRED FOR THE COMPLETION OF THE PROJECT.

ALL MATERIAL AND WORKMANSHIP SHALL CONFORM TO THE REQUIREMENTS OF APPLICABLE BUILDING CODES AND MUNICIPAL ORDINANCES.

CHECK AND VERIFY ALL DIMENSIONS ON THE JOB SITE AND REPORT ANY ERRORS, OMISSIONS, OR POSSIBLE DISCREPANCIES TO THE OWNER/TENANT PRIOR TO COMMENCING ANY WORK.

CONFIRM ALL REQUIREMENT, DIMENSIONS, MATERIAL SELECTION AND COLOR SELECTION WITH TENANT AND MALL PRIOR TO COMMENCING WORK.

ONE SET OF CITY APPROVED CONSTRUCTION DOCUMENTS ARE TO BE KEPT ON SITE AT ALL TIMES THRU THE DURATION OF THE JOB.

FIRE SAFETY NOTES

INTERIOR FINISH MATERIAL SHALL HAVE A MAXIMUM FLAME SPREAD RATING OF ASTM CLASS B (26-75).

SMOKE DEVELOPMENT RATINGS SHALL NOT EXCEED 450.

ALL MATERIALS UTILIZED FOR WALLS/PARTITIONS IN BUILDING SHALL BE NON-COMBUSTIBLE.

INSULATING MATERIALS SHALL HAVE A FLAME SPREAD RATING OF 75 OR LESS AND A SMOKE DEVELOPED RATING OF 450 OR LESS

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ZHIYUAN LIU
LICENSED PROFESSIONAL ENGINEER
08/05/2025

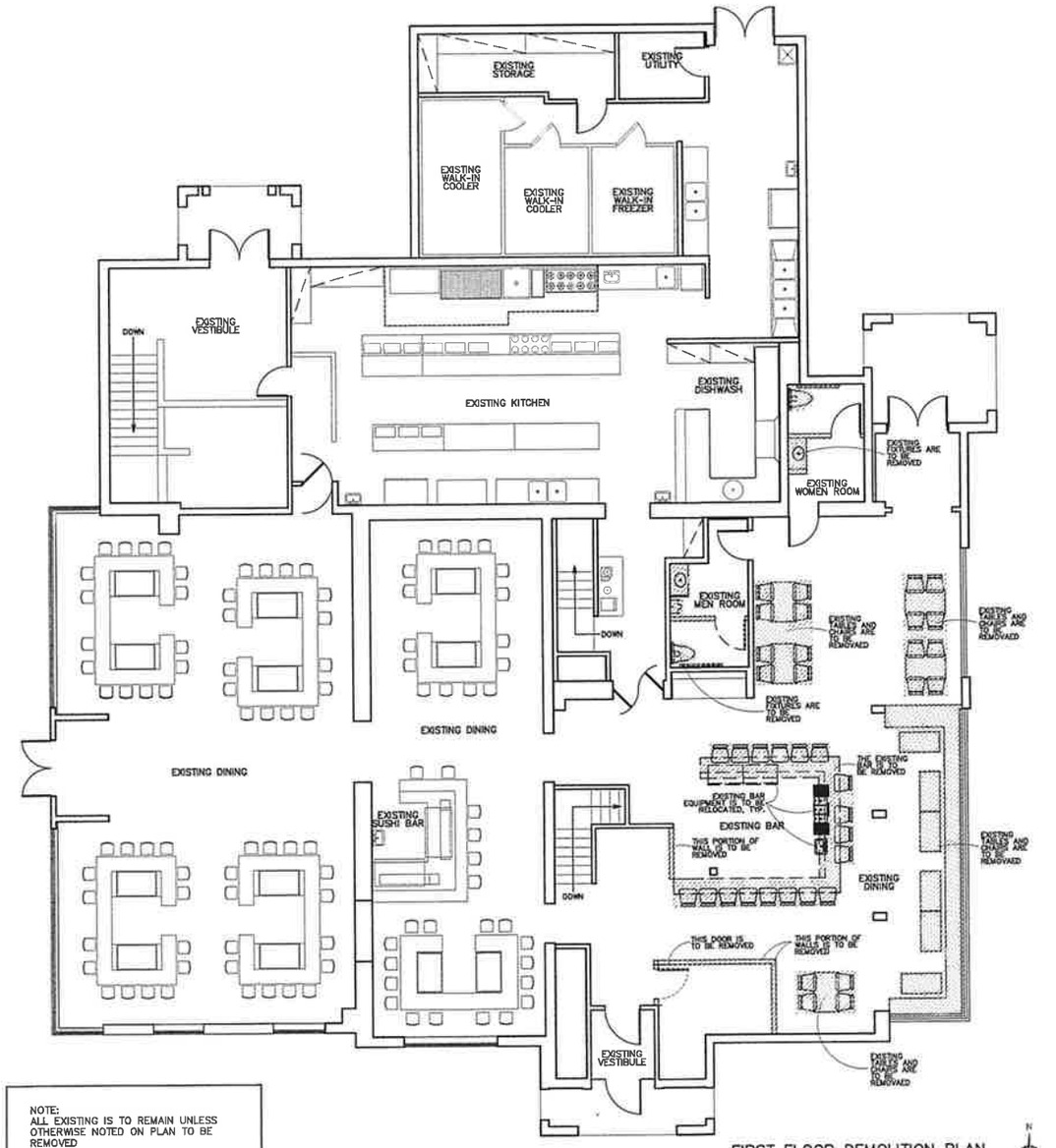
SHEET TITLE
COVER SHEET

PROJECT NO: 2507016

DRAWN J.S.
CHECKED Z.L.
APPROVED

DATE	ISSUED FOR
08/05/2025	REVIEW

SHEET
T.1



NOTE:
ALL EXISTING IS TO REMAIN UNLESS OTHERWISE NOTED ON PLAN TO BE REMOVED

FIRST FLOOR DEMOLITION PLAN
SCALE: 3/16"=1'-0"

LEGEND OF DEMOLITION

- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE REMOVED
- EXISTING EQUIPMENT TO BE RELOCATED
- EXISTING EQUIPMENT BE REMOVED
- EXISTING EQUIPMENT TO REMAIN
- EXISTING DOOR TO REMAIN
- EXISTING DOOR TO BE REMOVED

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STATE OF MICHIGAN
ZHIYUAN LIU
LICENSED ARCHITECT
08/06/2025

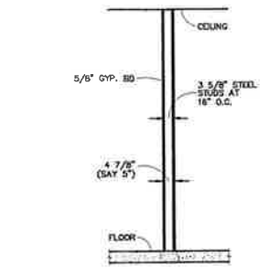
SHEET TITLE
NOTES & DEMOLITION PLAN

PROJECT NO: 2507016

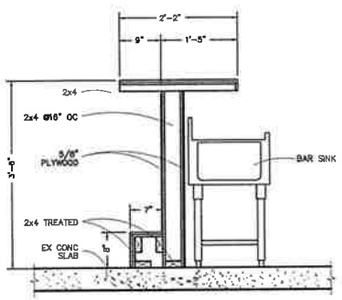
DRAWN J.S.
CHECKED Z.L.
APPROVED

DATE ISSUED FOR

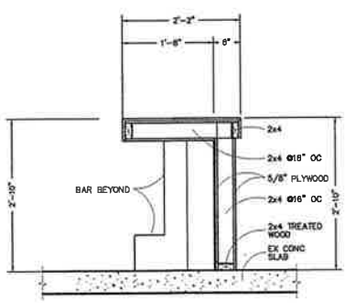
REVISION 08/06/2025
REVIEW 07/18/2025
SHEET
D.1



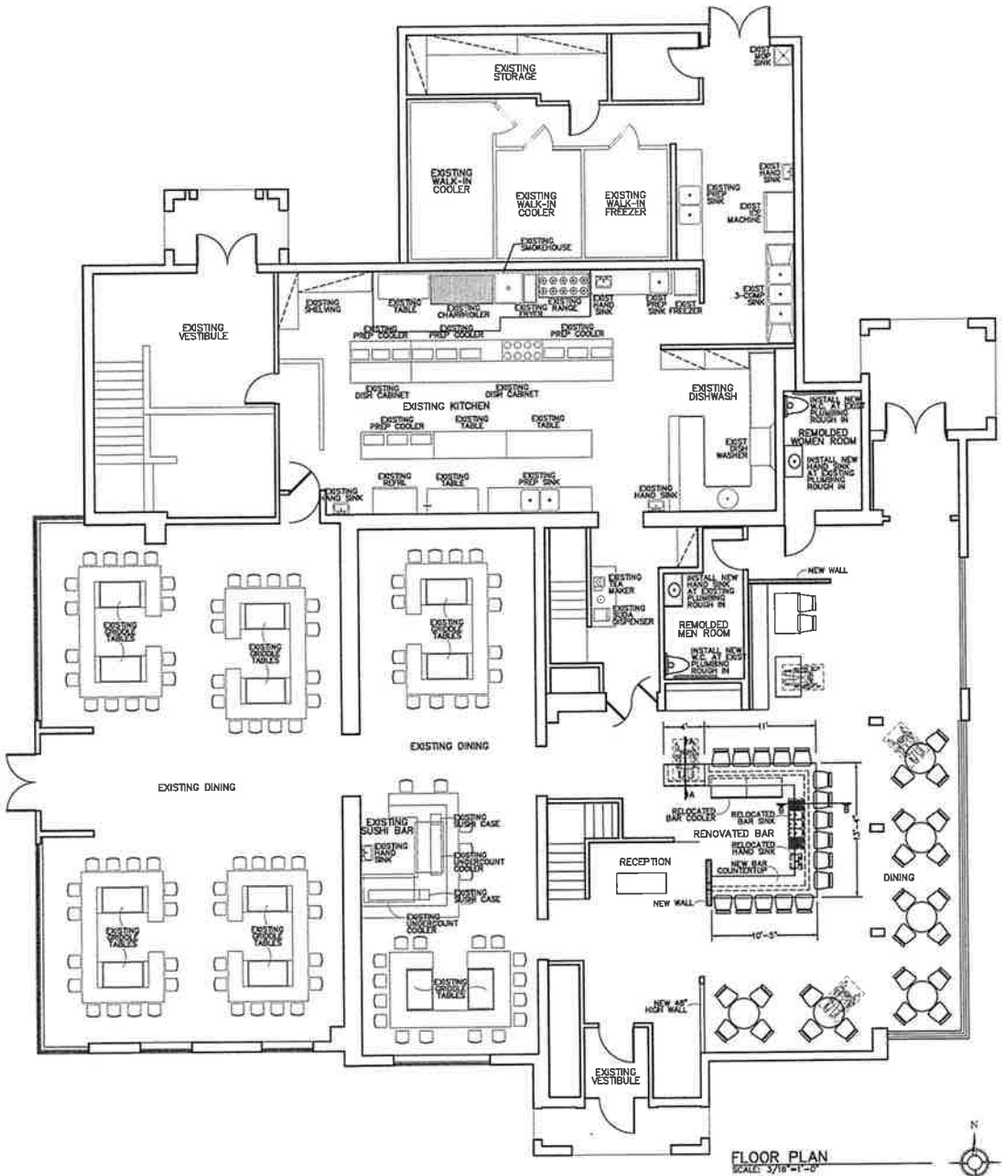
1 A-1 NEW WALL SECTION
SCALE: 1/2"=1'-0"



BAR SECTION B
SCALE: 1"=1'-0"



BAR SECTION A
SCALE: 1"=1'-0"



FLOOR PLAN
SCALE: 3/16"=1'-0"

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08/06/2025

SHEET TITLE
FLOOR PLAN

PROJECT NO: 2507016

DRAWN J.S.
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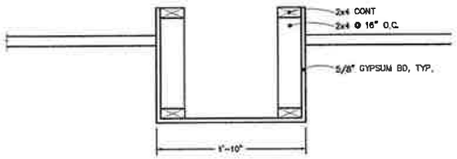
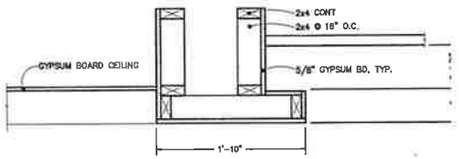
07/18/2025	REVIEW

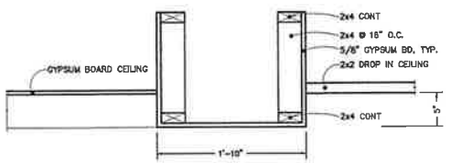
SHEET
A.1



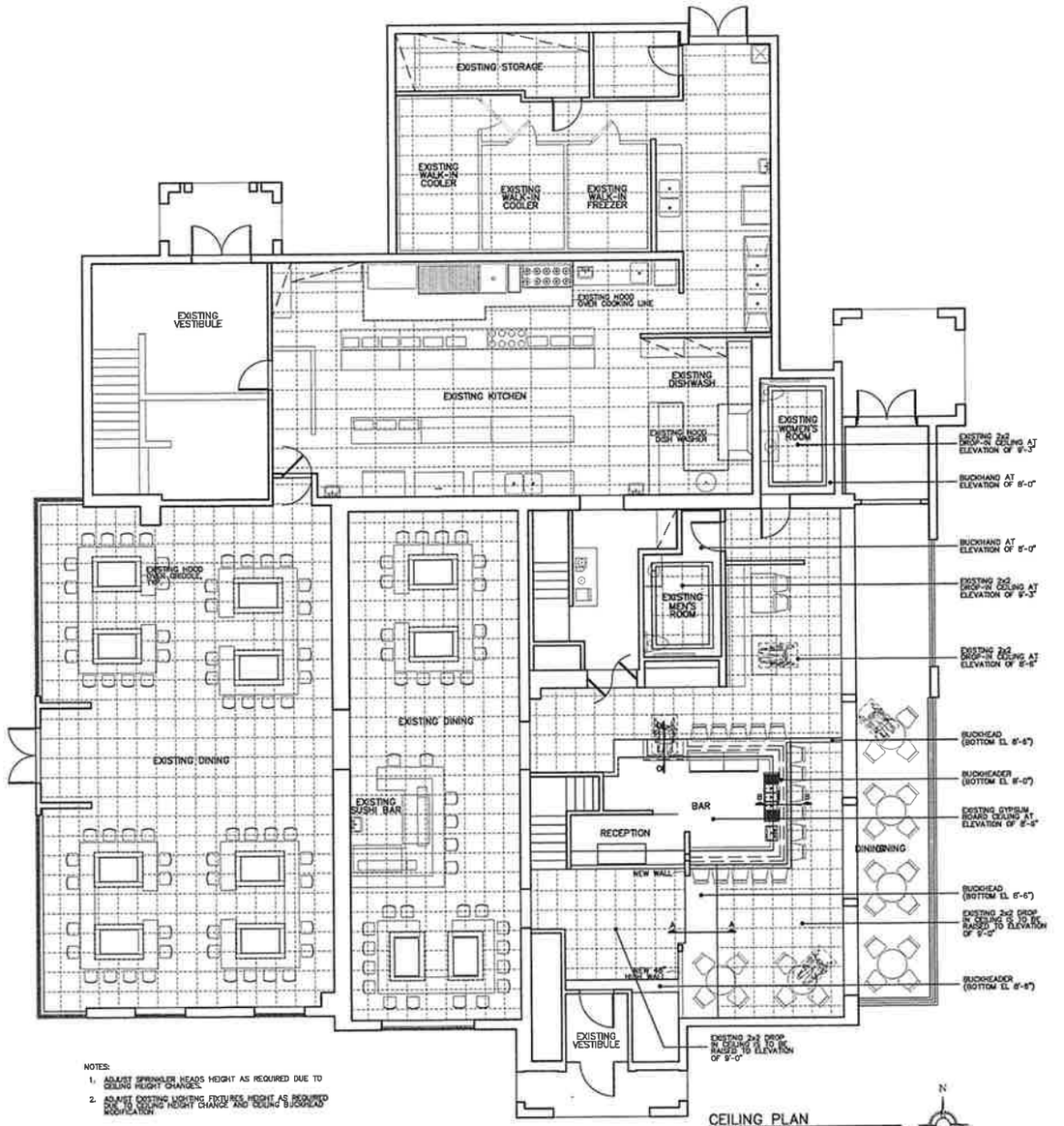
SECTION A–A
SCALE:1 1/2"=1'-0"



SECTION B–B
SCALE:1 1/2"=1'-0"



SECTION C–C
SCALE:1 1/2"=1'-0"



CEILING PLAN
SCALE: 3/16"=1'-0"

NOTES:
1. ADJUST SPRINKLER HEADS HEIGHT AS REQUIRED DUE TO CEILING HEIGHT CHANGES.
2. ADJUST EXISTING LIGHTING FIXTURES HEIGHT AS REQUIRED DUE TO CEILING HEIGHT CHANGE AND CEILING BUCKHEAD MODIFICATION

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SHEET TITLE
CEILING PLAN

PROJECT NO: 2507016

DRAWN J.S.
CHECKED Z.L.
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DATE	ISSUED FOR
08/06/2025	REVISION
07/16/2025	REVIEW

SHEET
A:2

PLUMBING GENERAL NOTES

1. ALL PLUMBING SHALL COMPLY WITH THE STATE OF MICHIGAN PLUMBING CODES, AND LOCAL PLUMBING & HEALTH DEPARTMENT REQUIREMENT.
2. INSULATE ALL HOT & COLD WATER LINES ABOVE GRADE WITH 3/4" GLASS FIBER PIPE INSULATION, WITH VAPOR BARRIER.
3. VERIFY ALL FINAL CONNECTIONS TO KITCHEN EQUIPMENT WITH EQUIPMENT SUPPLIERS. VERIFY ROUTH-IN REQUIREMENT WITH SAME.
4. MATERIAL SHALL BE AS FOLLOWS:
   - A. WATER PIPING TO BE TYPE 'K' COPPER BELOW GRADE AND TYPE 'L' COPPER ABOVE GRADE.
   - B. WASTE PIPING TO BE CAST IRON, GALVANIZED STEEL OR PVC PLASTIC PIPE.
   - C. VENTS TO BE CAST IRON, GALVANIZED STEEL OR PVC PLASTIC PIPE.
   - D. GAS PIPING TO BE SCHEDULE 40, BLACK STEEL PIPE. PROVIDE AUTOMATIC GAS SHUT-OFF VALVE IN COOKING EQUIPMENT SUPPLY MAIN AS REQUIRED FOR COOKING EQUIPMENT FIRE PROTECTION SYSTEM. VERIFY & CO-ORDINATE WITH KITCHEN EQUIPMENT SUPPLIERS.
   - INDIRECT WASTES FROM WALK-IN BLOWER COILS MAY BE PVC PLASTIC PIPE.

   ALL INDIRECT WASTES EXCEEDING 24" IN LENGTH SHALL BE TRAPPED.
5. PROVIDE CLEANOUTS AS REQUIRED, AND AT THE BASE OF ALL STACKS.
6. ALL MATERIAL USED WITHIN RETURN AIR PLENUMS SHALL BE APPROVED FOR SUCH USE.
7. PROVIDE FIXTURE STOPS AT ALL PLUMBING FIXTURES.
8. PROVIDE ALL FITTINGS AND ACCESSORIES AS REQUIRED FOR A COMPLETE INSTALLATION.
9. HOT WATER SUPPLIED TO LAVATORY FIXTURE SHALL NOT EXCEED 120 DEGREE F. USE MIXING VALVES AS REQUIRED.
10. HANDICAP PLUMBING FIXTURES SHALL BE INSTALLED IN ACCORDANCE WITH THE STATE OF MICHIGAN BARRIER FREE REQUIREMENTS AND 'ADA' REQUIREMENTS.
11. CO-ORDINATE ALL WORK IN FIELD WITH ARCHITECTURAL, MECHANICAL, AND ELECTRICAL TRADES.
12. VERIFY ALL EXISTING JOB CONDITIONS AND ACCOMMODATE AS REQUIRED FOR A COMPLETE INSTALLATION.
13. CONFIRM ALL UTILITY REQUIREMENTS AND LOCATIONS WITH TENANT AND EQUIPMENT CONTRACTOR PRIOR TO START OF WORK.
14. CONFIRM ALL EXISTING UTILITIES AND BUILDING ELEMENTS LOCATED BELOW CONCRETE FLOOR SLAB PRIOR TO SAWING-SAW CUTTING FLOOR SLAB. REPLACE CONCRETE FLOOR SLAB AS REQUIRED AND EQUAL TO OR BETTER THAN EXISTING CONSTRUCTION. COMPLY WITH ALL CODE REQUIREMENTS.

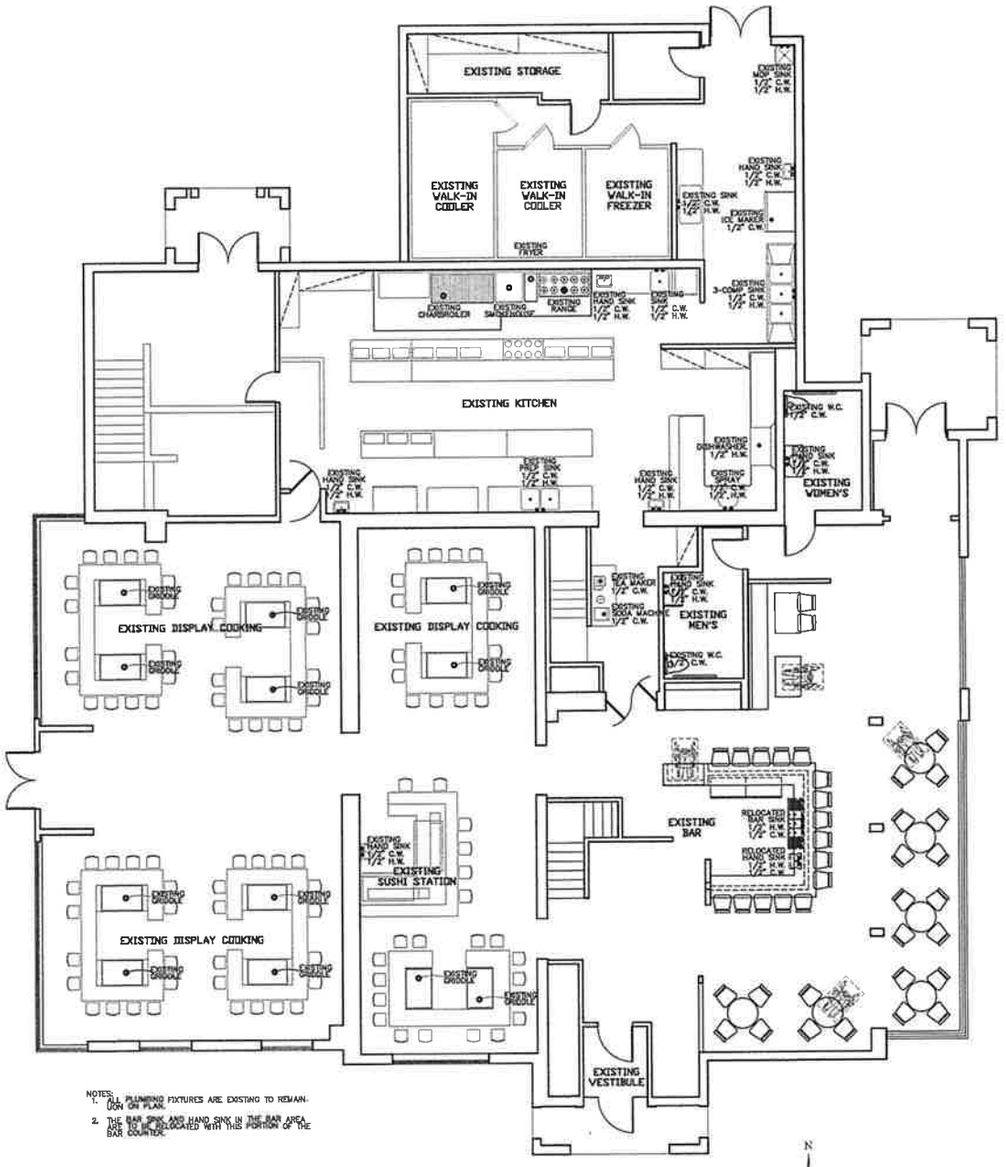
HOT WATER REQUIREMENT (100 D.F. RISE)

EQUIPMENT	NUMBER OF FIXTURES	GPH PER FIXTURE	TOTAL GPH NEEDED	WATER TEMP. REQ'D(F)	GPH CONVERSION FROM 140 PROMARY WITH MIXING VALVE	GPH TOTAL
3-COMP SINK	1	45	45.0	140	45.0 x 1.00	= 45.0
2-COMP PREP SINKS	2	30	60.0	110	60.0 x 0.70	= 42.0
1-COMP PREP SINK	1	15	15.0	110	15.0 x 0.70	= 10.5
MOP SINK	1	15	15.0	140	15.0 x 1.00	= 15.0
HAND SINKS	6	5	30.0	110	30.0 x 0.70	= 21.0
BAR SINK	1	20	20.0	110	20.0 x 0.70	= 14.0
SPRAY	1	45	45.0	110	45.0 x 0.70	= 31.5
DISH WASHER	1	60	60.0	140	60.0 x 1.00	= 60.0
RESTROOM SINKS	2	5	10.0	110	10.0 x 0.70	= 7.0
			TOTAL			=246.0

BTU REQ'D = $\frac{246.0 \text{ GPH} \times (140-40) \times 8.33 \text{ LB/GAL}}{80\%}$ = 258,148 BTU/H

EXISTING (2) BOILERS & (1) STORAGE TANK:
BOILER 1: BY PAYPAK; MODEL NO. WH3-0330A
BOILER 2: BY WELL-McLAIN; MODEL NO. CGo-7IDN
STORAGE TANK: BY RHEEM RUUD; MODEL NO. ST80

STORAGE: 0 + 0 + 80 GA = 80.0 GAL
GAS INPUT: 334,000 + 210,000 + 0 = 544,000 BTU/H > 258,148 BTU/H



NOTES:
1. ALL PLUMBING FIXTURES ARE EXISTING TO REMAIN. UON ON PLAN.
2. THE BAR SINK AND HAND SINK IN THE BAR AREA ARE TO BE RELOCATED WITH THIS PORTION OF THE BAR COUNTER.

PLUMBING – EXISTING SUPPLY PLAN
SCALE: 3/16"=1'-0"

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08/06/2025

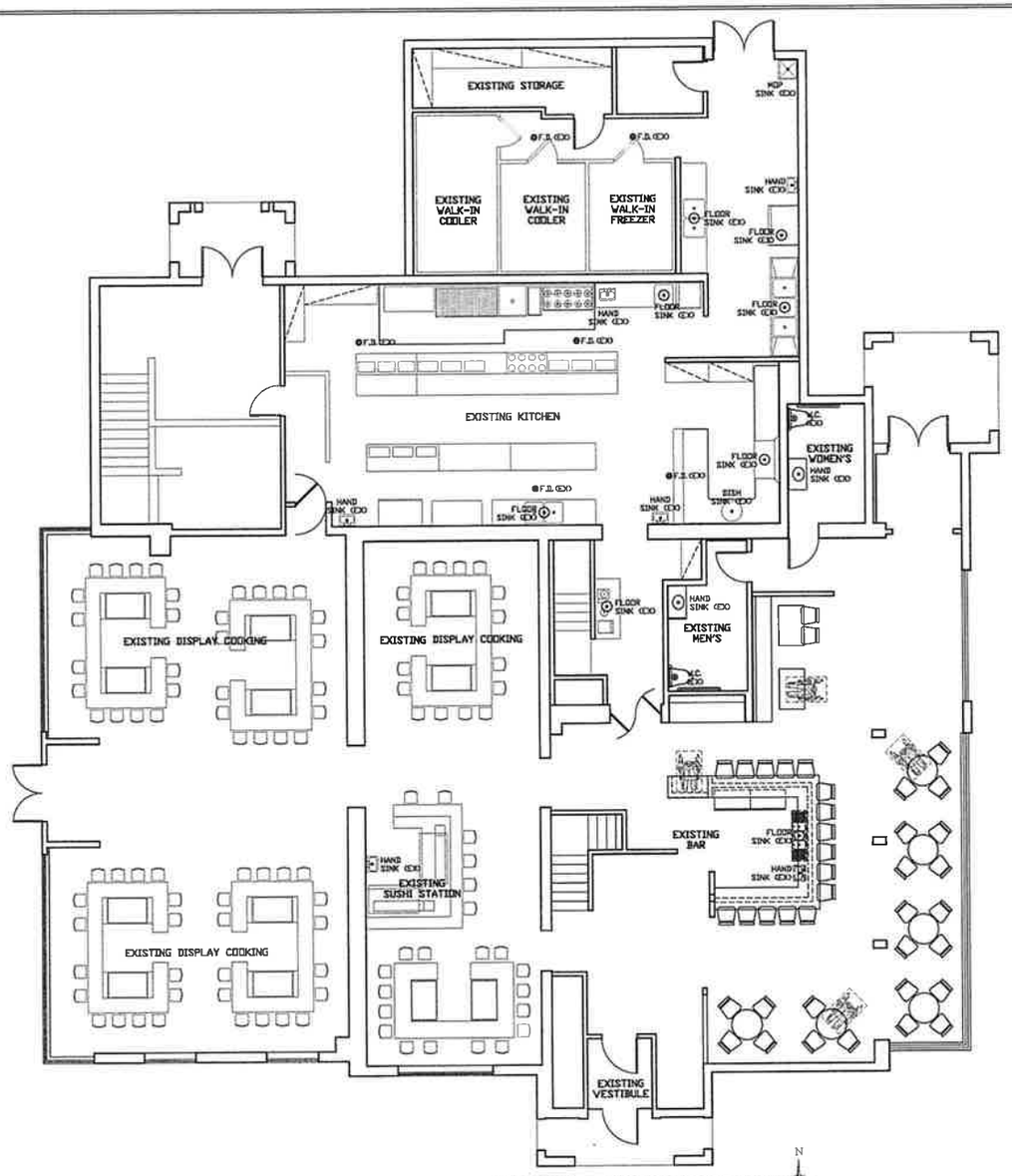
SHEET TITLE
PLUMBING-- SUPPLY PLAN

PROJECT NO: 2507016

DRAWN J.S.
CHECKED Z.L.
APPROVED

DATE	ISSUED FOR

REVIEW 08/06/2025
SHEET
P.1



PLUMBING – EXISTING WASTE PLAN

SCALE: 3/16"=1'-0"

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SHEET TITLE
PLUMBING – WASTE PLAN

PROJECT NO: 2507016

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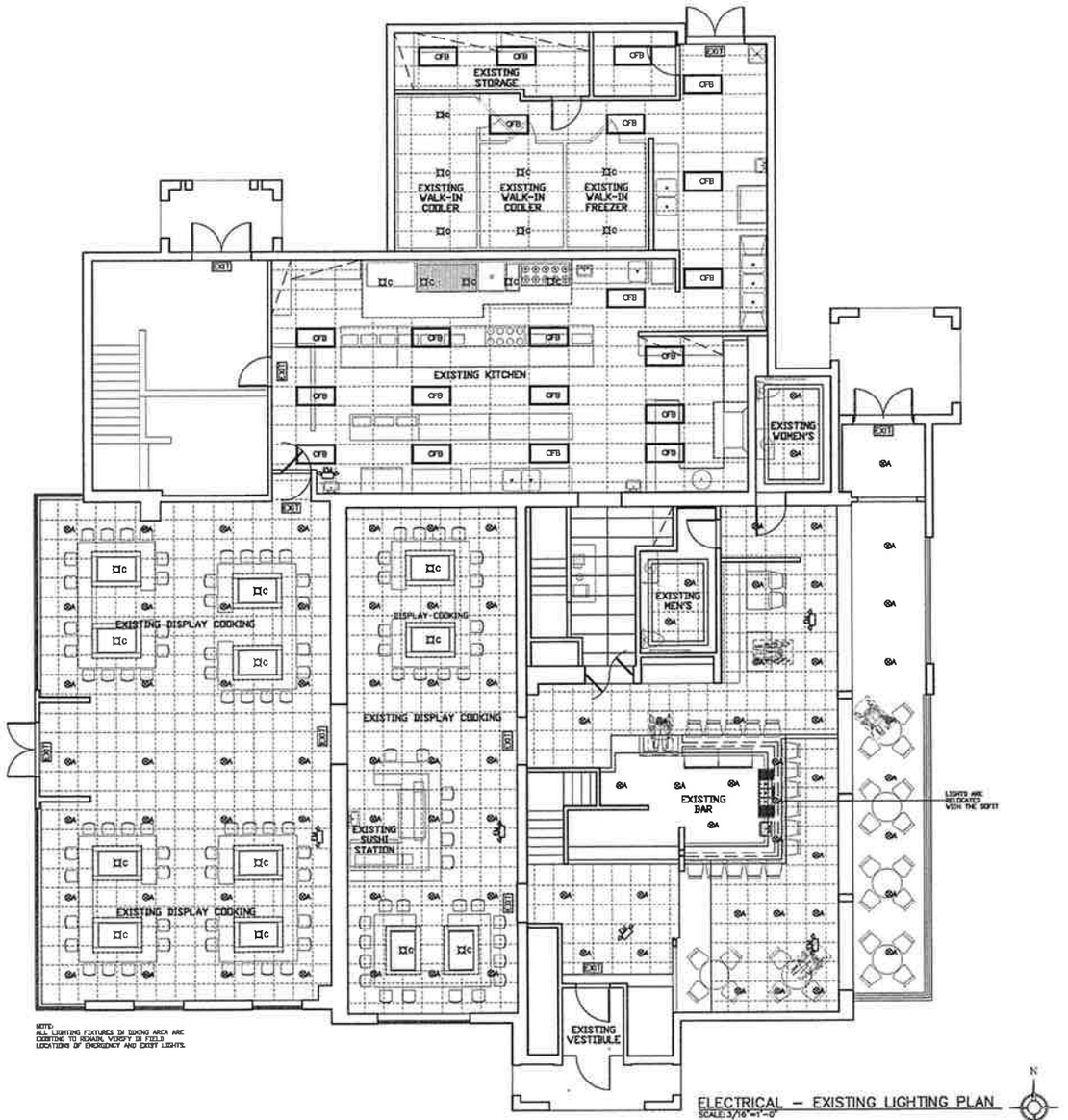
SHEET
P:2

EXISTING LIGHTING FIXTURE LEGEND

A	75W RECESSED INCAND. REFLECTOR-WIDE BEAM LAMP.
B	75W INCANDESCENT PENDANT LIGHTING FIXTURES.
C	75W SURFACE MOUNTED VAPOR-PROOF INCAND. FIXTURES SHIELDED, SHATTERPROOF LIGHTING FIXTURES.
FA	(4) 40W RECESSED FLUOR. FIXTURE WITH PLASTIC PRISMATIC LENS.
EM	EMERGENCY LIGHTS WITH CHARGER & BATTERY PACK.
EXIT	EXIT LIGHT & SIGN WITH CHARGER & BATTERY PACK.

EXISTING LIGHTING NOTES

1. ALL EXISTING FIXTURES ARE EXISTING TO REMAIN. NO NEW WORK IS PROPOSED, UNLESS OTHERWISE NOTED ON THE PLAN.
2. EMERGENCY AND EXIT LIGHT FIXTURES SHALL BE WIRED TO THE SAME BRANCH CIRCUIT AS THAT SERVING THE NORMAL LIGHTING IN THE AREA AND CONNECTED AHEAD OF ANY LOCAL SWITCHES.
3. PROVIDE DIMMER SWITCHES RATED FOR FULL LOADED CIRCUIT, LUTRON MODEL NT-2000.



NOTE:
ALL LIGHTING FIXTURES IN DINING AREA ARE EXISTING TO REMAIN, VERIFY IN FIELD LOCATIONS OF EMERGENCY AND EXIT LIGHTS.

ELECTRICAL – EXISTING LIGHTING PLAN
SCALE: 3/16"=1'-0"

LSA, Inc.

4743 PARKSIDE CT.
ANN ARBOR, MI 48105

734.417.0260 (PHONE)
734.212.2130 (FAX)

WWW.LSAMEP.COM

NOVI ICHIBAN
(FORMERLY: WASABI)
(BAR AREA RENOVATION)
42050 GRAND RIVER
NOVI, MI 48375

08/08/2025

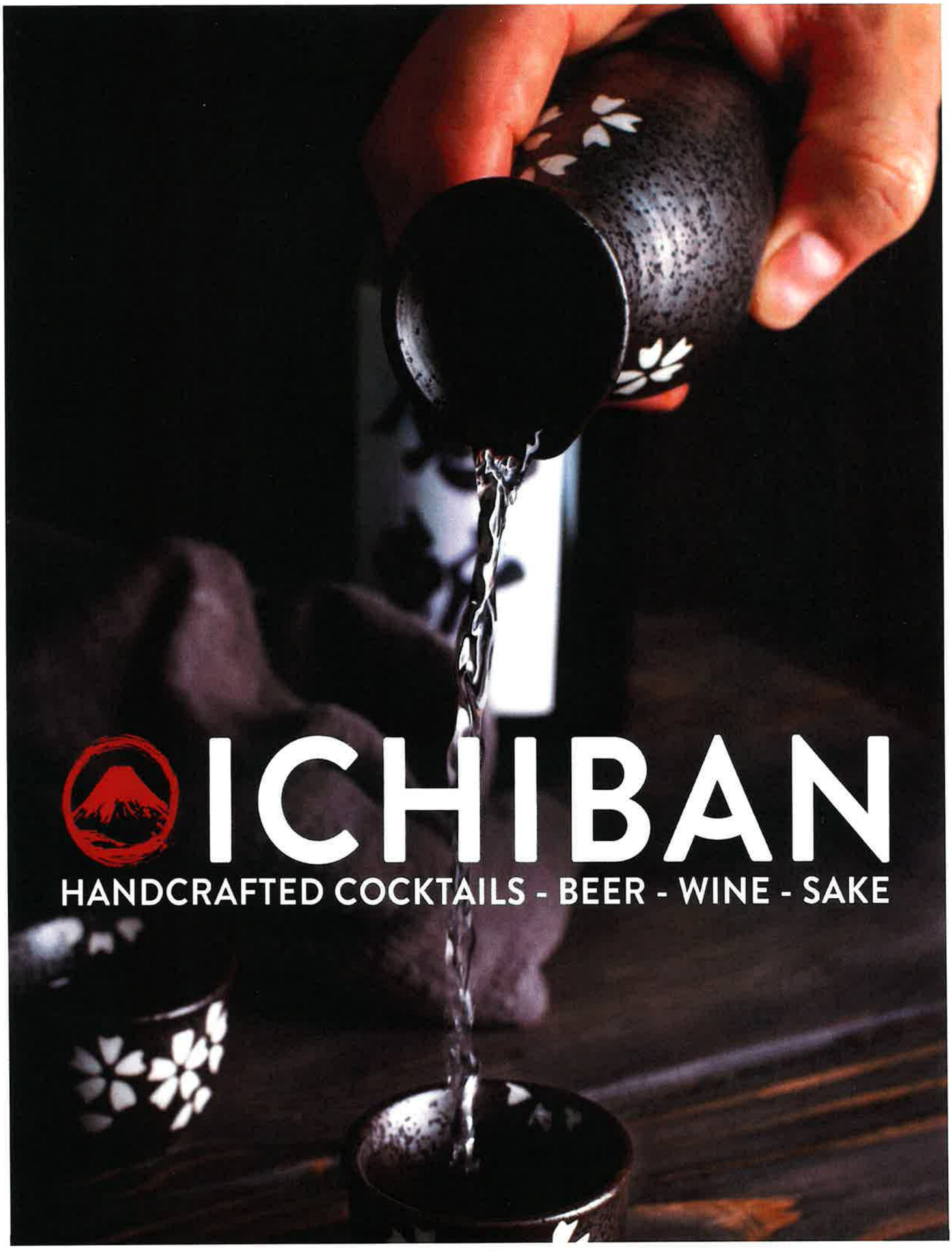
SHEET TITLE
ELECTRICAL–
LIGHTING
PLAN

PROJECT NO: 2507016

DRAWN J.S.
CHECKED Z.I.
APPROVED

DATE	ISSUED FOR
08/08/2025	REVIEW

SHEET
E.1


ICHIBAN
HANDCRAFTED COCKTAILS - BEER - WINE - SAKE

SUGARPLUM

Reyka Vodka, simple syrup, lemon & lychee juices, Kikkoman Plum Wine all hand-shaken together & garnished with a sweet lychee fruit.

13

ICHIBAN VOLCANO

Heat things up with this fiery cocktail! A tropical mixed drink with a blend of 6 different rums & a combination of fruit juices. This flaming drink is perfect for two to share.

19

TOKYO MULE

Smooth Toki Japanese Whisky, ginger syrup, lemon & pineapple juices, soda water & bitters. Served in a classic copper mug.

13

ICHIBAN LONG ISLAND

A classic with a twist! Vodka, rum, gin, tequila, blue curacao, sour mix & a splash of fruity pineapple juice.

12

SAKE SANGRIA

Fruity Moonstone Plum Sake & mango rum are hand-shaken with zesty citrus juices, fresh fruits & topped off with fizzy citrus soda.

12

PASSIONFRUIT SMASH

Midori Melon Liqueur, Bacardi Light Rum, passion fruit purée & lime juice hand-shaken together. Finished with a sprig of fresh mint.

12

TOKI HIGHBALL

Bold Toki Japanese Whisky & fizzy soda water finished with a fresh lemon twist.

13

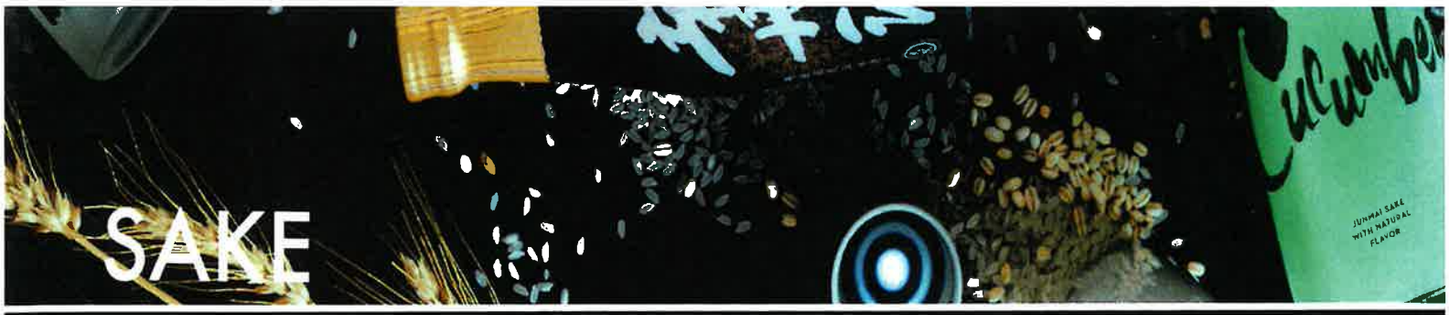
ICHIBAN HANDCRAFTED COCKTAILS

LYCHEE MARTINI

O-TINI

TOKYO NIGHT

LEMON DROP



OZEKI - HOT SAKE - SM - 9

OZEKI - HOT SAKE - LG - 12

OZEKI DRY SAKE - 180ML - 12

OZEKI NIGORI SAKE - 375ML - 20

OZEKI KARATAMBA - 300ML - 21

TYKU BLACK - 330ML - 27

TYKU CUCUMBER - 330ML - 27

TYKU COCONUT - 330ML - 27

TYKU FLIGHT - 12

MOONSTONE PLUM - 10 / BOTTLE - 33

SAPPORO 22oz - 12

SAPPORO - 8

ASAHI - 8

KIRIN ICHIBAN - 8

TWO-HEARTED ALE - 8

DIRTY BLONDE - 7

HEINEKEN - 7

CORONA - 7

BLUE MOON - 7

STELLA ARTOIS - 7

BUDWEISER - 6

BUD LIGHT - 6

MILLER LITE - 6

RED WINES

PLUM WINE - KIKKOMAN - JAPAN
10 - GLASS / 40 - BOTTLE

MERLOT - OYSTER BAY - NEW ZEALAND
9 - GLASS / 36 - BOTTLE

SHIRAZ - JACOB'S CREEK - AUSTRALIA
8 - GLASS / 32 - BOTTLE

CABERNET - BERINGER - CA
8 - GLASS / 32 - BOTTLE

CABERNET - JAM CELLARS - CA
11 - GLASS / 44 - BOTTLE

PINOT NOIR - KENDALL-JACKSON - CA

WHITE WINES

SAUVIGNON BLANC - KIM CRAWFORD - NEW ZEALAND
11 - GLASS / 44 - BOTTLE

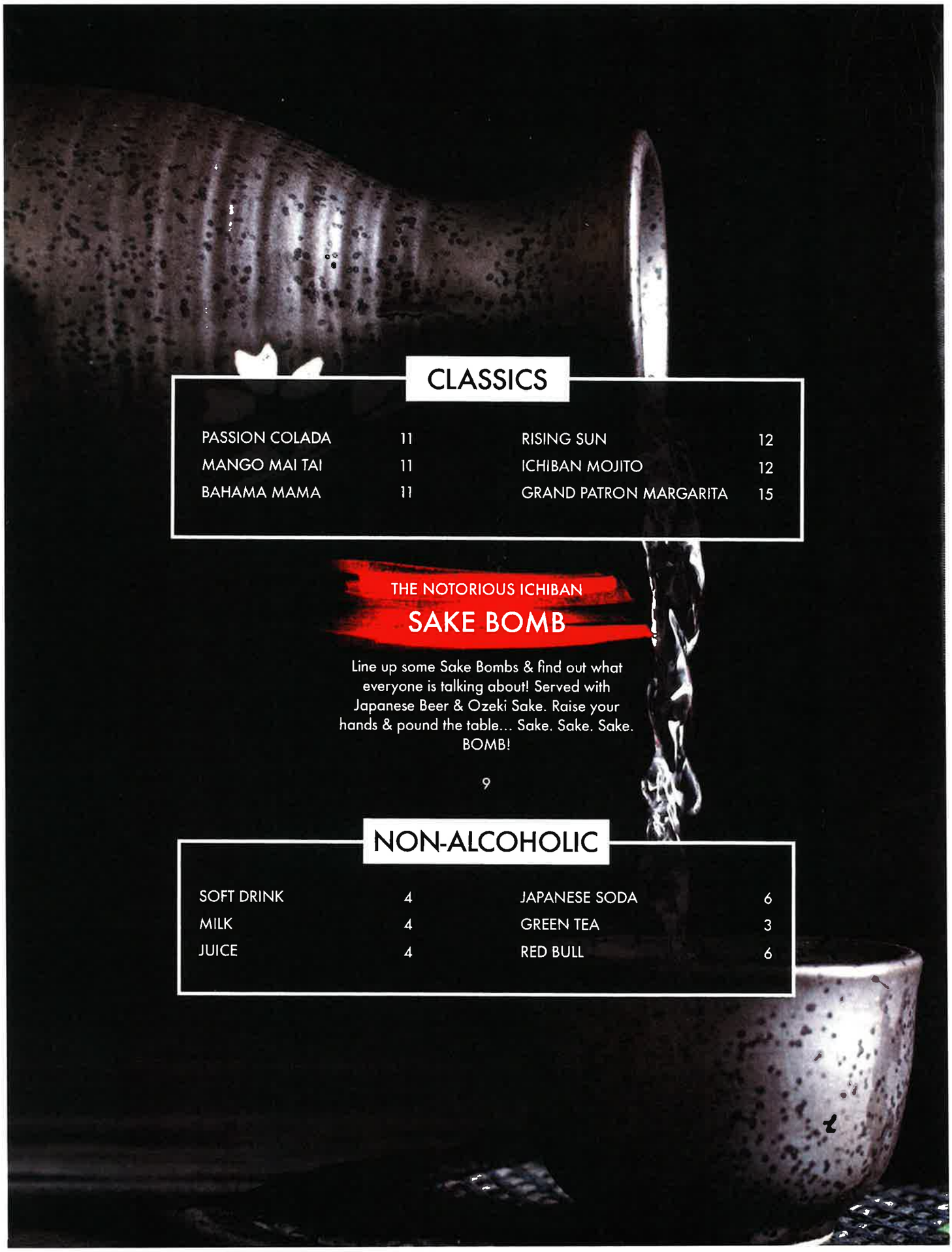
PINOT GRIGIO - KRIS - ITALY
11 - GLASS / 44 - BOTTLE

RIESLING - WASHINGTON HILLS LATE HARVEST - WA
8 - GLASS / 32 - BOTTLE

MOSCATO - CASTELLO DEL POGGIO - ITALY
10 - GLASS / 40 - BOTTLE

CHARDONNAY - STONE CELLARS - CA
8 - GLASS / 32 - BOTTLE

CHARDONNAY - NOBLE VINES - CA



CLASSICS

PASSION COLADA	11	RISING SUN	12
MANGO MAI TAI	11	ICHIBAN MOJITO	12
BAHAMA MAMA	11	GRAND PATRON MARGARITA	15

THE NOTORIOUS ICHIBAN

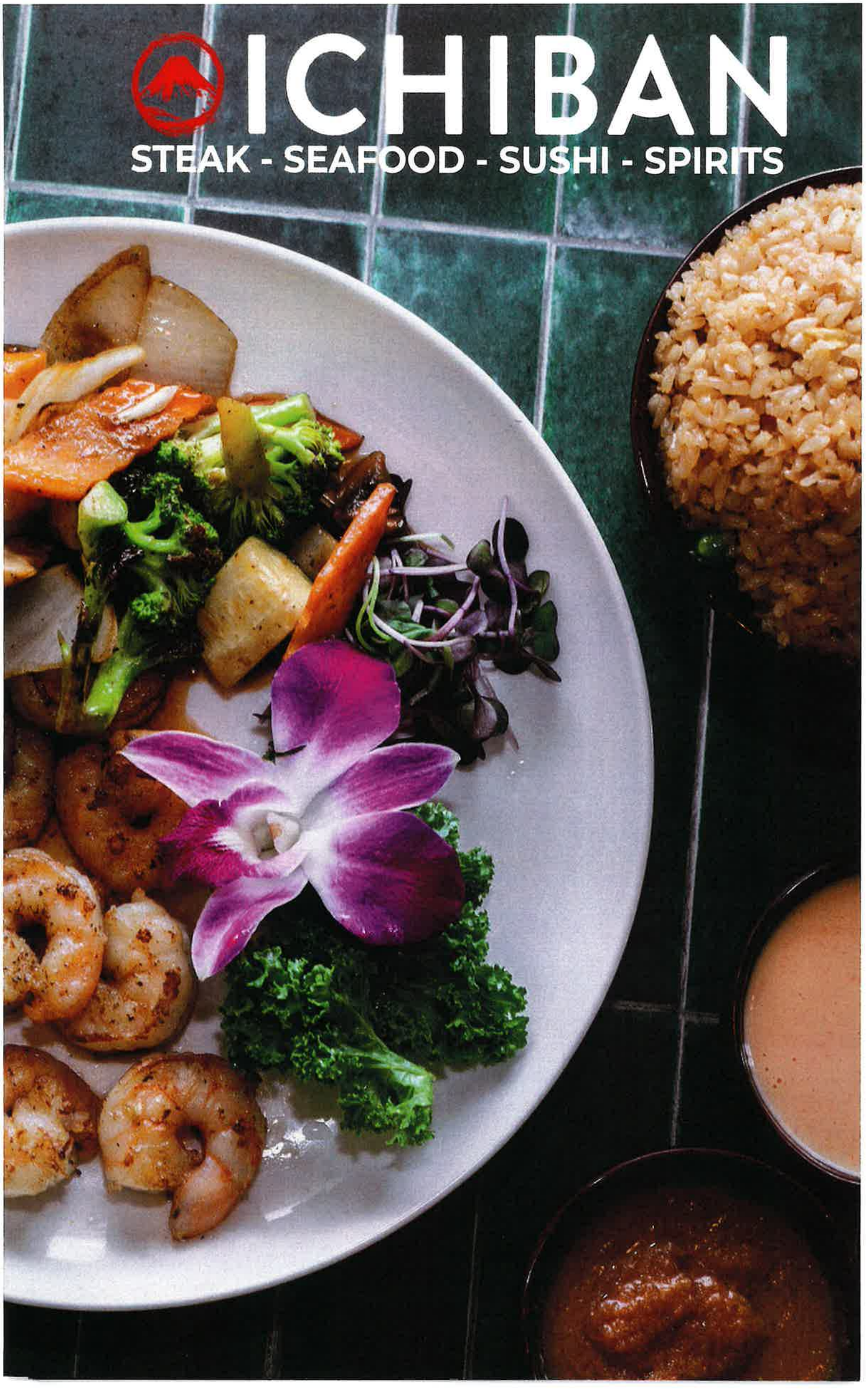
SAKE BOMB

Line up some Sake Bombs & find out what everyone is talking about! Served with Japanese Beer & Ozeki Sake. Raise your hands & pound the table... Sake. Sake. Sake. BOMB!

9

NON-ALCOHOLIC

SOFT DRINK	4	JAPANESE SODA	6
MILK	4	GREEN TEA	3
JUICE	4	RED BULL	6


ICHIBAN
STEAK - SEAFOOD - SUSHI - SPIRITS

FROM THE KITCHEN

APPETIZERS

EDAMAME $7
Japanese soybeans boiled & salted.

VEGETABLE TEMPURA $7
Tempura-style vegetable medley.
Served with tempura sauce.

SPRING ROLLS $9
Vegetable spring rolls. Served with sweet chili sauce.

TOKYO SHUMAI $8
Japanese shrimp dumplings fried or steamed.
Served with Chef's Special Sauce.

GYOZA $8
Pan-seared dumplings. Served with Chef's Special Sauce.

CRISPY CHEESE RANGOON $10
Hand-folded wonton filled with krab & cream cheese. Served with sweet chili sauce.

SHRIMP TEMPURA $9
Tempura-style shrimp & vegetable medley.
Served with tempura sauce.

GOLDEN BUTTERFLY SHRIMP $11
Lightly breaded butterfly shrimp.
Served with katsu sauce.

CRISPY CALAMARI $11
Lightly breaded calamari. Served with katsu sauce.

MONGOLIAN BEEF ROLL $13
Thinly sliced USDA Choice beef wrapped around green onion. Glazed with teriyaki sauce.

ICHIBAN BANG BANG CHICKEN $9
Panko breaded chicken deep fried. Topped with spicy mayo & scallions.

CRISPY GREEN BEANS $9
Tempura battered green beans. Served with spicy mayo dipping sauce.

ICHIBAN COMBO PLATTER $14
Assortment of spring rolls, golden butterfly shrimp, & crispy cheese rangoons.

NOODLE SOUPS

Served with house salad.

TEMPURA UDON $18

CHICKEN UDON $18

SEAFOOD UDON $20

STIR-FRIED NOODLES

Served with miso soup & house salad.

YAKI UDON CHICKEN & BEEF $18

YAKI SOBA CHICKEN & BEEF $18

YAKI UDON SEAFOOD $20

YAKI SOBA SEAFOOD $20

TEMPURA

Lightly battered & deep fried. Served with miso soup & house salad & your choice of steamed or fried rice.

VEGETABLE $18

CHICKEN $22

SHRIMP $23

TERIYAKI

Served with miso soup & house salad & your choice of steamed or fried rice.

VEGETABLE $18
CHICKEN $22
SALMON $27
STEAK* $29
SHRIMP $25

HIBACHI FROM THE LAND

VEGETABLE	$18
CHICKEN	$22
STEAK*	$29
FILET MIGNON*	$34

HIBACHI FROM THE SEA

SHRIMP	$25
SALMON	$27
TUNA*	$27
SCALLOP	$29
TWIN LOBSTER TAIL	$45

HIBACHI FROM THE GRILL

ALL HIBACHI ENTREES SERVED WITH CLEAR SOUP, HOUSE SALAD, VEGETABLE MEDLEY, & YOUR CHOICE OF FRIED OR STEAMED RICE.

UPGRADE RICE TO NOODLES FOR $4

HIBACHI COMBINATIONS

CHICKEN & SHRIMP	$29
CHICKEN & STEAK*	$30
STEAK & SHRIMP*	$31
SHRIMP & SCALLOP	$32
STEAK & SALMON*	$32
STEAK & TUNA*	$32
CHICKEN & FILET MIGNON*	$31
SHRIMP & FILET MIGNON*	$35
SHRIMP & LOBSTER	$36
ICHIBAN SURF & TURF* — 5oz USDA Choice filet mignon & 5oz cold-water lobster tail.	$42
ICHIBAN SEAFOOD DELIGHT — Shrimp, scallop, & 5oz cold-water lobster tail.	$45
ICHIBAN TRIO — 5oz USDA Choice NY strip steak*, chicken, & shrimp. **(Upgrade to filet mignon*: $5.00)**	$39

KIDS HIBACHI

Served with your choice of clear soup or house salad. Your choice of fried or steamed rice. (Ages 10 or under)

HICKEN $15 STEAK* $17 SHRIMP $16 SALMON $18 FILET MIGNON* $20

ADD ONS & SIDES

TEAMED RICE	$3	FRIED RICE	$6	SALMON	$13	SCALLOP	$13
ISO SOUP	$4	VEGETABLE	$7	STEAK*	$14	NOODLES	$7
LEAR SOUP	$4	CHICKEN	$10	FILET MIGNON*	$16		
OUSE SALAD	$4	SHRIMP (7)	$12	LOBSTER TAIL	$21		

(An 18% service charge may be added to parties of 6 or more)

Before placing your order please inform your server if a person in your party has a food allergy. We will do our best to accommodate your needs. Please be aware that our restaurants use ingredients that contain all the major FDA allergens (peanuts, tree nuts, eggs, fish, shellfish, dairy, soy, & wheat).

*Items are cooked to order and may be served raw or undercooked. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

SPECIAL ROLLS

DYNAMITE ROLL* $12
Salmon, krab, & asparagus rolled then fried. Topped with spicy mayo & eel sauce.

SPIDER ROLL $12
Soft-shell crab, avocado, cucumber, & masago.

VOLCANO ROLL* $12
Tuna, salmon, yellowtail, & avocado rolled then fried. Topped with spicy mayo & eel sauce.

GREEN DRAGON ROLL $14
Eel & cucumber rolled. Topped with avocado & eel sauce.

CRAZY ROLL* $14
Shrimp tempura roll. Topped with salmon & eel sauce.

TIGER EYE ROLL* $14
Smoked salmon, cream cheese, shrimp, jalapeno rolled then fried. Rolled in soy paper & topped with spicy mayo & eel sauce.

DOUBLE SPICY ROLL* $15
Spicy yellowtail rolled & topped with spicy tuna, & spicy mayo.

RAINBOW ROLL* $15
California roll. Topped with tuna, salmon, avocado, & shrimp.

MICHIGAN ROLL* $16
Spicy shrimp & avocado rolled. Topped with tuna, yellowtail, wasabi mayo, & eel sauce.

HAPPY DRAGON ROLL* $16
Tempura shrimp & cucumber rolled. Topped with smoked eel, avocado, spicy mayo, & eel sauce.

DELICIOUS ROLL* $16
Krab, cream cheese, avocado, cucumber, & spicy tuna rolled then fried. Topped with spicy mayo & eel sauce.

ICHIBAN ROLL* $16
Tempura shrimp rolled. Topped with tuna, yellowtail, salmon, avocado, wasabi mayo, & eel sauce.

TEMPURA LOBSTER ROLL $17
Tempura lobster, avocado, & cucumber rolled. Topped with masago, eel sauce, & spicy mayo.

SUSHI ROLLS

REGULAR ROLLS

CUCUMBER ROLL $6

AVOCADO ROLL $6

ASPARAGUS ROLL $6

VEGETABLE ROLL $6
Cucumber, avocado, & asparagus.

TUNA ROLL* $8

ALASKA ROLL* $8
Smoked salmon, avocado, & cucumber.

SPICY CALIFORNIA ROLL $8

PHILADELPHIA ROLL* $8
Smoked salmon, cream cheese, & avocado.

TUNA AVOCADO ROLL* $8

SHRIMP ASPARAGUS ROLL $8

SALMON AVOCADO ROLL* $8

KRAB ROLL $7

SHRIMP ROLL $7

SALMON ROLL* $7

SALMON SKIN ROLL* $7

YELLOWTAIL ROLL* $7

CALIFORNIA ROLL $7
Krab, avocado, & cucumber.

SPICY TUNA ROLL* $9

SPICY SALMON ROLL* $9

EEL ROLL $9
Smoked eel & cucumber.

CRISPY SPICY TUNA ROLL* $9
Spicy tuna roll. Topped tempura flakes.

SHRIMP TEMPURA ROLL $9
Tempura shrimp, cucumber, avocado, masago, & eel sauce.

FROM THE SUSHI BAR

APPETIZERS

SEAWEED SALAD $9

KRAB SALAD $10

AVOCADO BOMBS $12
Deep fried avocados stuffed with cream cheese. Topped with krab salad, tempura crunch, spicy mayo, & eel sauce.

SUSHI APPETIZERS* $13
Five pieces of Chef's Choice nigiri.

SASHIMI APPETIZERS* $14
Seven pieces of Chef's Choice sashimi.

SEARED AHI TUNA* $15
Thinly sliced tuna seared rare. Topped with masago, green onion, & ponzu sauce.

ENTREES

Served with miso soup & house salad.

CHIRASHI $23
Seafood assortment. Served on a bed of rice.

UNAGI DON $25
Smoked eel. Served on a bed of rice.

SUSHI REGULAR* $27
Eight pieces of sushi & one california roll. Chef's Choice.

SASHIMI REGULAR* $29
Sixteen pieces of sashimi. Chef's Choice.

SUSHI DELUXE* $30
Ten pieces of sushi & one spicy tuna roll*. Chef's Choice.

SUSHI & SASHIMI COMBO* $32
Five pieces of sushi, eight pieces of sashimi, & one california roll. Chef's Choice.

LOVE BOAT FOR TWO* $70
Eight pieces of nigiri, twelve pieces of sashimi, & three sushi rolls. Chef's Choice.

NIGIRI & SASHIMI

TUNA*	$4	SMOKED EEL	$4
SALMON*	$4	KRAB STICK	$4
SMOKED SALMON*	$4	MASAGO*	$4
YELLOWTAIL*	$4	SHRIMP	$4

DESSERTS

TEMPURA ICE CREAM	$9	TEMPURA CHEESECAKE	$9

CITY OF NOVI
cityofnovi.org

Receipt: 14549 11/12/25

Page

The sum of: **$1,210.00**

ICHIBAN JAPANESE STEAK HOUSE

4641 WASHTENAW AVE
ANN ARBOR MI 48108

LIQUOR		**1,210.00**
	Total	**1,210.00**

TENDERED: **CHECKS** **2587** **1,210.00**

Signed: _____

MEMORANDUM

TO: CORTNEY HANSON, CITY CLERK

FROM: ERICK W. ZINSER
DIRECTOR OF PUBLIC SAFETY / CHIEF OF POLICE

INITIATED BY: MICHAEL BENDER, DETECTIVE MB

SUBJECT: CLASS C LIQUOR LICENSE TRANSFER APPLICATION, ICHIBAN JAPANESE STEAKHOUSE

DATE: NOVEMBER 18, 2025

Liquor License Request:

Ichiban Japanese Steakhouse is requesting to transfer a Class C liquor license, which will be located at 42050 Grand River Avenue. This location was previously Wasabi Japanese Steakhouse, which ceased operation in July of 2025.

Applicant/Background Information:

The applicant, Chun Chen, has been in the restaurant business since he was 16 years old, and opened his first restaurant in 2008. It's success led to the opening of a second location in Sterling Heights. Building on his proven track record, he partnered with friends and family to launch two additional restaurants in 2023 and 2024. Over the past 17 years, Mr. Chen has successfully operated his own restaurants, building strong financial assets and reliable income streams to support the launch of his new venture. All four of his existing restaurants hold a Class C liquor license, with Mr. Chen actively overseeing bar operations as well.

Theme of Business:

At Ichiban Japanese Steakhouse, guests will have the opportunity to dine in hibachi dining rooms, where expertly trained chefs prepare meals tableside with skillful showmanship, or in their traditional dining area, which features a curated selection of sushi rolls and Japanese-inspired entrees prepared in their kitchen. A full-service bar will also be available, offering wine, beer, and sake.

Criminal History:

An ICHAT inquiry revealed no criminal history for the applicant.

Civil History:

A CLEAR inquiry revealed no civil history for the applicant.

Oakland County Treasurer's Office

There are no prior delinquent taxes at this location.

Financial Review:

Based upon the financial data provided by the applicant, no issues were found to prevent the liquor license application process from proceeding. The business will be purchased for $70,000, which will be paid in full with business assets.

Summary:

Based on the information provided and the subsequent liquor investigation, I find no reason to deny the applicant's request. This request requires the approval of the Novi City Council.

C: Victor Cardenas, City Manager

MEMORANDUM

TO: Melissa Morris, Deputy City Clerk

FROM: Charles Boulard, Director of Community Development

SUBJECT: ICHIBAN LIQUOR LICENSE TRANSFER

DATE: 12/01/25

The property located at **42050 GRAND RIVER AVE** with the business name **Ichiban** has had a Special Inspection for the purpose of:

- ☐ Auctions
- ☒ Liquor license
- ☐ Arcade license
- ☐ Massage license
- ☐ Outdoor gathering
- ☐ Outdoor seating
- ☐ Other: _____

From a building safety standpoint, the Building Division does not object to the proposed liquor license transfer, subject to the approval of the building plans for the renovation and subsequent inspections approval prior to occupancy. Should you have any further questions with regards to this matter please feel free to contact me at (248) 347-0423.

December 17, 2025

CITY COUNCIL

Mayor
Justin Fischer

Mayor Pro Tem
Laura Marie Casey

Dave Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

City Manager
Victor Cardenas

City Clerk
Cortney Hanson

TO: Cortney Hanson, City Clerk
Melissa Morris, Deputy City Clerk

FROM: Andrew Copeland – Fire Marshal

SUBJECT: -Liquor Business License–
Ichiban Japanese Steakhouse
42050 Grand River, Novi. Mi. 48375

A fire inspection will be conducted upon final construction and final opening permits for occupancy, at the above location. At this time, the Fire Dept. does not object to the Liquor License application.

Sincerely,

Andrew Copeland – Fire Marshal
City of Novi Fire Department

cc. file

City of Novi
45175 Ten Mile Road
Novi, Michigan 48375
248.347.0460
248.347.0577 fax

cityofnovi.org

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Approval to award a contract continuation for interim finance and accounting services to The WoodHill Group.

SUBMITTING DEPARTMENT: Finance

Due to staff shortages in the City's finance department, the City has retained the services of The WoodHill Group to perform interim finance and accounting services. The WoodHill Group is a Michigan-based financial consulting firm specializing in accounting, finance, and treasury services for local governments, offering expertise in budgeting, financial reporting, process improvement, and staff augmentation.

Originally, it was expected that the services would be needed on a very short-term basis while the City hired a finance director. Since that time, the deputy finance director and a staff accountant have resigned. The City expects to need the services of The Woodhill Group on a month-to-month basis until the positions are filled.

The attached contract outlines the scope of work. Services are billed hourly in the contract and shown below:

$250/hour-Principal and senior-level staff

$200-$225/hour-Program Managers

$125-$175/hour-Other Staff Assignments

With the current assigned staff, the monthly invoice is expected to be between $25,000 and $30,000. No budget amendment is expected to be needed as the budget for the vacant positions is $468,000.

RECOMMENDED ACTION: Approval to continue the contract for interim financial services with The WoodHill Group.

WHG
ACCOUNTING. BETTER.

SERVICE AGREEMENT

This Agreement (the "Agreement") for services is effective as of the date of the last signature on the signature page, by and between the City of Novi, Michigan (the "City") and The WoodHill Group (the "Company" or "WHG").

RECITALS

The City desires to retain WHG for the purposes of providing the services described herein to the City, and the Company desires to be retained by the City in such capacity, on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants, agreements and understandings contained herein, the parties hereto agree as follows:

1. Engagement of Company. The City hereby retains the Company to perform the duties and services described in the Agreement upon the terms and conditions set forth herein and the Company hereby accepts such engagement.
2. Duties: Services. The Company agrees to provide Accounting and Financial services and support. See Exhibit A for scope of work and responsibilities of both parties identified by the City with WHG. The Company shall devote such business time, attention and skill as shall be necessary to perform duties, services and responsibilities under this Agreement in such capacity as is mutually agreed upon by WHG and the City. The City shall provide administrative access to financial systems such as BS&A and remote access to City network.
3. Term. This agreement will commence on the date of the last signature below and will expire upon notice of termination by either party as provided in Paragraph 13 below.
    (a) Compensation. WHG shall be paid by the City for services provided under this Agreement in the amount of two hundred and fifty ($250.00) dollars per hour for principal and senior members, two hundred to two hundred and twenty-five ($200.00 - $225.00) dollars per hour for program managers, and one hundred twenty-five to one hundred seventy-five ($125.00 - $175.00) dollars per hour for other staff assignments. In addition, the City shall reimburse WHG for any reasonable time costs incurred for travel, which will be itemized and passed through to the City at half-time. Mileage to/from the client shall be reimbursed

per the standard IRS rate. WHG may consider future rate increases under the Agreement and will provide the City with a 60-day notice in that event.

(b) WHG will supply vehicles, insurance, business machines, Internet access, telephones and other necessary equipment and supplies while not at City offices.

(c) WHG shall submit an itemized invoice via email or via regular mail to the City of Novi, 45175 Ten Mile Road, Novi, MI 48375. Said itemized invoice shall include: (i) dates worked, (ii) hours worked (iii) nature of work and (iv) staff dedicated to the work. The City agrees to pay for items on the itemized invoice due upon receipt of invoice.

4. Independent Status. WHG agrees to timely report, pay and discharge, at WHG sole expense, all tax or other liability relating to compensation paid to WHG for services rendered by WHG staff pursuant to the Agreement and otherwise comply with all applicable federal, state and local laws relating to the performance of obligations hereunder. WHG and its staff shall have no implied or actual authority to legally bind the City or to make any representation or warranty on behalf of the City.

5. Confidential and Proprietary Information.

(a) WHG agrees and understands that given the relationship with the City, WHG staff may have access to and may receive information or materials that are considered confidential and/or proprietary by the City ("Confidential Information"). Confidential Information includes, but is not limited to, procedures and processes, documentation, personnel and human resources information, strategic plans, financial information, and proposed agreements but shall not include public records subject to disclosure under the Freedom of Information Act, 1976 P.A. 442, MCL 15.231 to 15.246, as amended ("Act"). The City shall, at its own cost and expense, advise WHG as to whether any information, documentation or record in the possession, custody or control of WHG is subject to disclosure under the Act. Confidential Information may be communicated in writing, orally, electronically, or by other means, and may or may not be identified in writing as "Confidential" or "Proprietary."

(b) WHG agrees that, during the term of this Agreement and thereafter, WHG staff will keep all Confidential Information strictly confidential and not use (except on behalf of the City) or disclose any such Confidential Information, either directly or indirectly, to any person or entity without the prior written consent of the City provided City consent shall not be required to disclose any information, documentation or Confidential Information in response to a court subpoena or order or while under oath in any judicial or quasi-judicial proceeding. This confidentiality covenant has no temporal, geographical or territorial restriction. Upon termination of the Agreement or at any time upon

the City's request, WHG will promptly deliver to the City all property either tangible or electronic which has been produced by, received by or otherwise submitted to WHG during or prior to the Term pertaining to WHG's work for the City, including, but not limited to, information which constitutes or embodies Confidential Information which is in the possession of WHG or under WHG control.

6. Standards. WHG will act in good faith and in a professional, timely manner to complete all assignments.
7. Binding Effect; Assignment. This Agreement shall be binding upon and shall inure to the benefit of the City and its successors and assigns. This Agreement shall be binding upon and shall inure to the benefit of WHG. Neither this Agreement nor any right, interest or duty hereunder shall be assignable or transferable or delegated by WHG.
8. Miscellaneous. No provision of the Agreement may be modified, waived or discharged unless such modification, waiver or discharge is agreed to in writing and signed by the WHG and the City. No waiver by either party hereto at any time of any breach by the other party hereto of, or compliance with, any condition or provision of this Agreement to be performed by such other party shall be deemed a waiver of similar or dissimilar provisions or conditions at the same or at any subsequent time. The Agreement sets forth the entire understanding of the parties hereto with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, written or oral, between them as to such subject matter.
9. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan without reference to the conflict of laws principles thereof.
10. No Promise, Representation or Guarantee of Outcome or Estimates.
    (a) WHG makes no promise, representation or guarantee regarding the outcome, future financial condition of the City or of any other matter with respect to the subject matter of this engagement, and the City agrees to pay our fees and other charges regardless of any outcome unless we have a specific written agreement with the City to the contrary.
    (b) While WHG cannot promise or guarantee any particular outcome or future financial condition of the City, the members of WHG will use their best efforts on the City's behalf to achieve the goals and objectives of this engagement. It is understood that WHG will not settle or compromise any matter without consent of the City. The City and WHG understand, acknowledge and agree that WHG has no final decision-making authority, and the City may or may not approve, accept or reject any recommendation, information or other work product prepared or offered by WHG. All recommendations, information, or other work products prepared or offered by WHG shall be subject to review and approval by the City.

The parties mutually understand and agree that the City reserves exclusive authority and discretion to implement, adopt, accept, reject, or modify any work, service or recommendation performed or offered by WHG and the City assumes full responsibly and any resulting liability, loss, financial condition, costs, or damages, if any, arising out of the City's exercise of this authority and discretion.

11. Indemnification.

(a) The WHG agrees to indemnify the City and its officers, council, contractors, agents and representatives from and against any and all losses, damages, liabilities, claims, costs and expenses including reasonable attorneys' fees resulting from (a) any breach by the WHG of any of the provisions of the Agreement, (b) any negligent or willful acts or omissions of the WHG, and (c) any violation by the WHG of applicable federal, state, local laws, including the failure to withhold or pay taxes or other withholdings on the payment of compensation under Section 4 above.

(b) The City, at all relevant times and under all circumstances, shall be solely and exclusively responsible for the proper maintenance, repair, operation, security and integrity of any and all City information and data systems, technology and equipment.

(c) The WHG shall have no duty or obligation to defend, indemnify or hold City harmless for any claims, costs, losses or damages caused by any act or omission by the City, including without limitation, the City's breach of any duty, promise or obligation arising under this Agreement.

12. Insurance.

(a) During the term of this Agreement, WHG shall obtain and maintain in full force, at its own expense, the following insurance coverage in not less than the following amounts:

i. Worker's Compensation insurance relative to all personnel engaged in performing services pursuant to this agreement, with coverage not less than that required by applicable law,

ii. Comprehensive General Liability Public Liability, for occurrences while engaged in performing services pursuant to this agreement, with coverage not less than the amount of $1,000,000 per occurrence;

iii. Professional Liability (Including Errors and Omissions) Insurance in the amount of $1,000,000 per claim;

iv. Automotive Insurance covering all owned vehicles with insurance to comply with the Michigan No-Fault Insurance Law, including Regional Liability Insurance with minimum bodily injury limits of $1,000,000 each occurrence and minimum property damage of $1,000,000 per occurrence.

(b) WHG shall be responsible for all deductibles contained in any insurance required hereunder.

(c) With the exception of Professional Liability, all insurance policies shall name the City of Novi, its officers, agents, and employees as additional insured, pursuant to endorsement. All policies shall name the WHG as the insured and shall be accompanied by an endorsement from the insurer that such policies shall not be canceled or reduced without at least thirty (30) days prior notice to the City.

13. Termination. This agreement may be terminated at any time, with or without cause, by either party upon written notice to the other party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed as of the date first written above.

Authorization & Approval

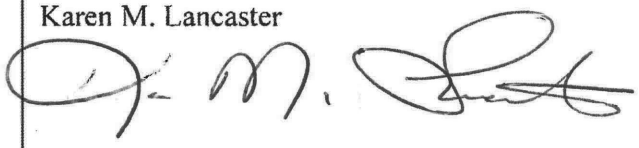
On behalf of:	The City of Novi
Name:	Victor Cardenas
Signature:	
Designation:	City Manager
Date:	11/13/25
On behalf of:	The WoodHill Group LLC.
Name:	Karen M. Lancaster
Signature:	
Designation:	CPA, CPFO, President
Date:	11/ 13/ 2025

Exhibit A

Scope of work

Accounting and Treasury Services

WoodHill will provide the following interim Finance Director services:

1. Support city manager and department heads with their financial needs.
2. Annual Budget preparation support including wage and fringe cost development review, capital needs, BSA prep, budget meetings and presentations, draft/final budget documents and departmental support.
3. Review cash flow and investments with Deputy Treasurer periodically as needed.
4. Prepare/review monthly bank and investment reconciliations.
5. Maintain the General Ledger ensuring subsidiary ledgers (Utility Billing, Accounts Payable, Miscellaneous Receivables) are balanced.
6. Assist with grant filings and accounting, if any.
7. Process/review property tax distributions including settlement with the County.
8. Review payroll and related tax filings including 941s, W2s, State Unemployment Insurance and withholding filings as needed.
9. Prepare/review 1099 filings.
10. Provide financial reports to the City Manager and Council as needed and provide recommendations for budget amendments, if needed.
11. Ensure any financial compliance reports are filed as needed.
12. Audit preparation including all workpaper preparation, review of draft statements and all financial compliance filings working with the City's Auditor.
13. Review of policies and procedures to ensure processes are up-to-date and utilizing BSA software features.
14. Support for the transition to a newly hired Finance Director/Treasurer.

WoodHill will:

1. Work onsite 1-2 days a week and as needed for City Council meetings.
2. Perform remote work to meet the needs of the City.
3. Report directly to the City Manager.

The City will provide:

1. Administrator-level access to all BSA modules to review financial information/setup.
2. Remote access to the City.
3. Access to Network files to review and access financial support documents needed for review/training.
4. Office space when on-site.

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Approval of Recommendation from Council Rules Committee to amend Council Organization and Order of Business.

SUBMITTING DEPARTMENT: City Clerk

KEY HIGHLIGHTS:

- Updating the Boards and Commissions schedule of appointments.
- Removal of references to Youth Council.
- Consultant Review Committee responsibilities were absorbed into the Finance and Administration Committee.
- Clarification of generally applicable rules for Council standing or advisory boards and committees, and standards of conduct for City Council Members.

BACKGROUND INFORMATION:

The Council Rules Committee met on a few occasions to review the Council Organization Rules and Order of Business. The Committee reviewed the sections related to Audience Comments and added additional language related to proclamations and recognitions.

RECOMMENDED ACTION: Approval of Recommendation from Council Rules Committee to amend Council Organization and Order of Business.

COUNCIL ORGANIZATION RULES AND ORDER OF BUSINESS

ADOPTED: December 15, 1997
AMENDED: ~~July 7, 2025~~January 26, 2026

CITY OF NOVI
COUNCIL ORGANIZATION RULES
AND ORDER OF BUSINESS

PROLOGUE

The City Council of the City of Novi consists of seven members, including the Mayor, elected at large in a non-partisan election. These Rules shall serve as guidelines for the organization and the conduct of the Council so that the City is governed and conducts its business in an orderly fashion. This document shall be reviewed every two years, following the Regular City Election. The Rules are subject to compliance with the City of Novi Charter, ordinances, and State Statutes.

1. ORGANIZATION

A regular meeting of the Council shall be held on the Monday following each Regular City Election (Charter, Sec. 6.1), or following secular day, if there is a holiday. The Mayor shall, at the first regular meeting of the Council after the election of the Mayor, appoint another member of the Council to serve as Mayor Pro Tem, who, during the absence or inability of the Mayor to perform his duties shall act in the name and stead of the Mayor and shall, during the time of such absence or inability, exercise all the duties and possess all the powers of the Mayor. (Charter, Sec. 4.5a) In the absence of both the Mayor and the Mayor Pro Tem, the most senior member of Council shall preside. The seniority shall be determined by the length of the concurrent terms as listed below. In those instances where concurrent terms are of equal length, seniority shall be determined by the number of votes received in the most recent election of the members with such equal terms:

Mayor Fischer – Re-Elected November, ~~2023~~ 2025 (elected 2019)
Mayor Pro Tem Casey – Re-Elected November 2023(elected 2011)
Council member Staudt – Re-Elected November 2023 (elected 2007)
Council member Smith – Re-Elected November 202~~1~~5 (elected 2021)
~~Council member Thomas – Elected November 2021~~
Council member Heintz – Elected November 2023
Council member Gurumurthy – (Appointed December 2023) Elected November 2025
Council member Martinez – Elected November 2025

2. REGULAR MEETINGS

The Council shall hold two Regular Meetings per month in accordance with the Schedule of Regular Meetings to be established by the City Council by the end of November of the preceding year. These public business meetings shall be held at 7:00 P.M. in the Council Chambers of the Novi Civic Center and shall begin promptly at the appointed time.

In addition to the regular meetings above, the Council shall hold a regular meeting the Monday following certification of the Regular City Election or following secular day, if there is a holiday. This meeting is intended to include an organizational meeting of the Council. The Council shall request staff to organize and present orientations as described in Section 19 herein, voluntary for new Council members and open to returning Council members as they deem necessary.

The Council will have as a goal to conclude all meetings no later than 10:00 P.M.
If the Council meets at a place other than its regular meeting place, then public notice to such effect shall be published in a newspaper circulated in the City. (Charter, Sec. 6.1)

Minutes of regular meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

3. SPECIAL MEETINGS

Special Meetings of the Council may be called by the Clerk upon the written request of the Mayor or by any two members of the Council. There shall be at least twenty-four (24) hours' written notice to the public and each member of the Council designating the time, place, and purpose of a special meeting and served personally on, or left at, the usual place of residence of each of the Council members. Any special meeting of the Council at which all members of the Council are present or have in writing waived the requirements that the required notice be given, and at which a quorum of the Council is present, shall be a legal meeting. (Charter, Sec. 6.2) It is the preference of Council that special meetings are held on Mondays.

Minutes of special meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

4. JOINT MEETINGS

The City Council may hold Joint Meetings with School Boards, Boards, Commissions, Committees, and municipal governments who share a community of interest with the City of Novi. Such meetings shall be scheduled for a specific purpose or goal, agreed to by the Council and other entity or entities before the meeting.

Minutes of joint meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

5. EXECUTIVE SESSIONS

A two-thirds (2/3) roll call vote of members elected or appointed and serving shall be required to call a closed session, except for those circumstances where the Open

Meetings Act, 1976 PA 267 permits the calling of an executive session by a lesser vote. Those circumstances not requiring a two-thirds (2/3) vote are sessions:

> To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent, when the named person requests a closed hearing.
>
> For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing.

The purpose of the meeting will be stated in the motion to call the closed session and shall be in accordance with the Open Meetings Act.

A separate set of minutes shall be taken by the Clerk or the designated secretary at the executive session. These minutes will be retained by the Clerk for the period of time required by the Open Meetings Act and shall not be available to the public and shall be disclosed only if required by a civil action. Minutes of executive session meetings may be distributed to Council for review at an executive session and may be approved, in Council's discretion, and returned to the Clerk.

City Council Members shall not divulge to any unauthorized person confidential information discussed in an executive session in advance of the time prescribed for its authorized release to the public by the City Council. Council members shall honor the confidentiality of the debate and discussion occurring in executive session, and be aware of the potential liability and/or other harm to the City by premature disclosure

6. AGENDA - REGULAR MEETINGS

The City Manager and the City Clerk, with consultation and concurrence of the Mayor, shall prepare an agenda of business to be considered at each regular Council Meeting. Items of business must generally be submitted by 12 noon of the Monday preceding the next regular meeting, subject to the discretion of the City Manager. The Mayor and Administration will strive to have agendas resulting in consistent length of meetings.

City Council Members shall have the use, for City business and for City Council meetings, of a City-issued electronic device. Agenda materials will primarily be provided to Council members by electronic delivery method and the member shall be responsible for installing the materials on the electronic device. "Paper" copies of agenda materials will be provided only where the materials are likely to be retained for regular review (bound documents such as the Master Plan for Land Use, or the Budget), or where a paper copy is required or appropriate to completely convey the information contained in the materials.

The Meetings will be held in the Council Chambers UNLESS OTHERWISE NOTED ON THE

AGENDA. No items will be added to the published agenda unless approved by a majority vote of the City Council. The Agenda of Regular Meetings of the City Council shall be prepared generally in accordance with the following format; provided that the Mayor and City Administration can alter the format or the order of agenda items in circumstances deemed appropriate:

A. Call to order
B. Pledge of Allegiance
C. Roll Call
D. Approval of Agenda
E. Public Hearings
F. Presentations
   This is reserved for and limited to presentations by or on behalf of the City itself to the City Council that do not require or anticipate Council action (e.g., presentation of the results of the national survey the City has conducted). It is not intended to be used by third parties.
G. Reports:
   1. Manager/Staff
   2. Attorney
H. Audience Comment
I. Consent Agenda – Removals and Approvals (Items removed from Consent Agenda will be discussed under Item O).
   Only the following kinds of items may be included on the Consent Agenda:
   1. Personnel matters requiring Council action, not including reviews of employee grievances or appointments and terminations
   2. Routine financial management actions, such as approval of warrants, transfer of funds, approval to advertise for bids
   3. Approval of licenses
   4. Setting dates of Public Hearings
   5. Ordinances at second reading and/or resolutions which do not require public hearings prior to adoption
   6. Approval of minutes
   7. Approval of contracts and agreements not to exceed $100,000
   8. Referral to committees
   9. Approval of easements
   10. Additional items which administration feels could be included on Consent Agenda for final approval
J. Matters for Council Action
   1. Proposed Zoning Ordinance Map Amendments
   2. Other Ordinances - First Reading (Introduction)
   3. Action on Special Reports
   4. Appointments to Boards and Commissions
   5. Other matters to be acted upon by Council
K. Consent Agenda Removals for Council Action
   In order to limit the number of items removed from the Consent Agenda, all

members of Council will make an effort to contact the administration before the meeting to have questions answered. Unless a member of the Council specifically requests that an item listed on the Consent Agenda be removed therefrom and action be taken separately on said item, those items listed on the Consent Agenda shall be approved, accepted, etc. by motion and unanimous roll call vote of the Council. Those items so approved under the heading "Consent Agenda" shall appear in the Council minutes in the proper form.

L. Audience Comment

M. Committee Reports

N. Mayor and Council Issues

This portion of the agenda shall be limited to matters as to which a Council member is seeking to receive comments or other reaction from other Council members, or to gain a consensus for giving direction to City staff. Council members may request that an item (each member is limited to one(1) such item) be placed on the printed agenda by notifying the Mayor, City Manager, and City Clerk no later than 3:00 P.M. o~~f~~n the ~~Wednesday~~ third business day preceding the meeting and provide the language for the item in writing or verbally. Each Council member present at a meeting may also request placement of one (1) additional item on the agenda under Mayor and Council issues for that meeting. With respect to any such issue placed on the agenda, if a Council member is requesting information from City staff as part of the item, the Council member shall have first contacted the City Manager by noon the day of the meeting and requested such information prior to the meeting, and shall so state at the time of placement of the item on the agenda. Motions may be made and voted upon in connection with matters added under this section.

P Adjournment

While there is no set space on the agenda for proclamations or recognitions relating to things like civic celebrations or to commemorate state or national events, or to acknowledge significant milestones, achievements, or contributions to the Novi community, such items can be added at the time of preparing an agenda as provided for in these Rules under the title "Recognitions," to occur after Presentations. The inclusion on the agenda of such items is a courtesy, not a right. Matters of public or political controversy, conflict, or strife, or matters that are discriminatory or exclusionary will not be added to any agenda. This space is not available for use by third parties. The Mayor may also issue recognitions and/or proclamations on such items on his or her own behalf.

7. **AGENDA - SPECIAL MEETINGS**

No business shall be transacted at any special meeting of the Council unless the same has been stated in the notice of such meeting. However, other than the enactment of an ordinance, any business which may lawfully come before a regular meeting may be transacted at a special meeting, if all the members of the Council present consent thereto and all the members absent file their written consent. (Charter Section 6.3). The

notice of such meeting, setting forth the time, place and purpose, together with the agenda shall be served in accordance with the City Charter upon each member of the Council.

8. **AUDIENCE ~~COMMENT~~ PARTICIPATION RULES**

A. No person shall interrupt Council members or staff while they are speaking during a meeting or otherwise disrupt a Council meeting.

~~A.~~B. All members of the Audience addressing the meeting (hereinafter speaker) shall direct their remarks to the Mayor.

~~B.~~C. No speaker shall address the meeting unless recognized by the Mayor for that purpose. ~~No person shall interrupt Council members or staff while they are speaking during a meeting or otherwise disrupt a Council meeting.~~

~~C.~~D. Remarks should pertain to matters before the Council, to City business or policy, or to issues of community concern or interest. While comment upon the action, inaction, or performance of the Council and the City of Novi commissions, boards, employees and consultants is allowed, speakers are requested to refrain from inappropriate, profane, vulgar or abusive language and personal attacks. Additionally, City Council prohibits the use of any obscene, defamatory, or similarly disruptive language that substantially interrupts, delays, or disturbs the peace and good order of the proceedings of the City Council meeting or constitutes an imminent threat to the person or property of an individual or individuals.

~~D.~~E. No speaker shall continue to address the meeting after being advised by the Mayor that the speaker's time for addressing the meeting has expired.

~~E.~~F. Speakers shall use their time only for voice comment. There shall be no audible comment by the members of the audience other than the speaker, and there shall be no audible indication of approval or disapproval of any remarks of the speaker or member(s) of the public body (i.e., no clapping or hooting or similar activity). The purpose of this rule is to make sure that each speaker can address City Council without interference or intimidation.

~~F.~~G. Each speaker may address the meeting for 3 minutes. The Mayor has the authority to grant additional time, if requested by a speaker, for good cause.

~~G.~~H. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to City staff for screening no later than 12:00 P.M. the day of the meeting. The materials submitted will be reviewed by the City Clerk (or designee) to ensure that (1) the materials are in a format capable of broadcast or presentation over the City's audiovisual system; (2) the materials relate to a permitted purpose under Paragraph C above; and (3) the material is legally appropriate for broadcast over the audiovisual system and/or cable system. Visual materials include any visual or textual items that are to be displayed through the audiovisual system irrespective of their specific format or media. This includes, without limitation, photographs, audio and video presentations, charts, computer presentations, computer screen images, posters and fliers, whether in physical or electronic format. Once the materials have been submitted for review, they cannot be changed before the meeting. Notwithstanding the foregoing, the

Mayor may allow a speaker to utilize the City's audiovisual system to display a limited number (no more than three) of non-electronic, physical documents (e.g., photographs of potholes), provided that the documents are presented to the Clerk for review under Paragraph G above, before the documents are displayed.

~~H.~~I. Speakers using visual materials are subject to the same time limitation set forth in Paragraph F above.

~~I.~~J. Taped or recorded audio presentations not presented through the City's audiovisual system (i.e., with sound only, not displaying visual materials) shall also be submitted for review as described in Paragraph G above. The use of microphones, speakers, megaphones, amplification systems, or sound or noise distraction devices, except those provided by the City, is prohibited.

~~J.~~K. Council Members or the Mayor shall not respond to general Audience Comment. The Mayor or Council members can bring up a point of order in regard to false information and direct it to the parliamentarian for a response. The Mayor may direct the administration to respond to the speaker, if appropriate, during or outside of the meeting. The Mayor may also respond with an indication of the appropriate action to be taken.

~~K.~~L. Committee Reports will not be accepted during Audience Comment. An Applicant or Representative may present proposals for a period of time at the discretion of the Mayor.

9. CABLE TV VIDEO AND AUDIO TAPES POLICY

A. All Regular, Special, and Joint Council meetings shall be held in the Council Chambers and will be cablecast/video streamed, except interview meetings unless Council Chambers are unavailable or otherwise specified.

B. Meetings will be cablecast/video streamed live. City Council Meeting videos will be archived on the City website for 90 days. The video archive is not the official record of the meeting.

C. Only City Council, Parks Recreation & Cultural Services, Planning Commission, Library Board and Zoning Board of Appeals Meetings will be cablecast/video streamed live, whenever possible.

D. Audio tapes will be retained by the City Clerk until the approval of the minutes.

10. RECONSIDER/RESCIND/REPEAL A QUESTION

When a question has been taken, it shall be in order for any member who was on the prevailing side in the original action to move for reconsideration thereof at the same or next regular meeting. If a matter is to be brought for reconsideration at a succeeding meeting, the Councilmember making the request must notify the City Manager or City Clerk in writing by the Wednesday prior to the meeting who shall place the matter of reconsideration of the matter on the agenda.

A motion to rescind or repeal some previous action may be made at any time at any regular or special meeting of the Council, provided, such matter has been formally

placed on the agenda for consideration and it is in order.

11. VOTING

A Roll Call vote shall be required on all ordinances and the "Yes" or "No" vote shall be entered upon the records opposite the name of the Councilmember. Whenever the vote is unanimous, it shall only be necessary to so state.

No member of the Council shall vote on any question in which he/she has a financial interest other than the common public interest or on any question concerning his own conduct.

12. QUORUM

Four members of the Council shall be a quorum for the transaction of business at all meetings of the Council, but in the absence of a quorum, the Mayor or any two members may adjourn any regular or special meeting to a later date. (Charter, Sec. 6.5)

13. COMMITTEES

Council Committee assignments will be established by the 2nd regular meeting following the Election.

Standing Citizen Boards, Commissions, and Committees: The descriptions provided within this section stating the purposes, functions and membership of Boards, Commissions and Committees are for informational purposes. The provisions of the Charter, the Novi Code of Ordinances and the resolutions establishing such bodies shall define the purposes, functions and membership of such bodies.

Economic Development Corporation, Library Board and Planning Commission are Mayoral appointments with consent of a majority of Council.

Council will be provided with the attendance record of all applicants for reappointment at the time of interview.

Annual schedule for Board, Commission, and Committee Presentations and Appointments

~~Introduction Date /~~ ~~Terms Expire On~~ ~~Approx. # of~~

~~Committee Name~~ ~~Vacancies per year~~

~~**EARLY FEBRUARY**~~

~~Beautification Commission~~	~~March 1~~	~~1 to 3~~
~~Building Authority~~	~~March 1~~	~~1~~
~~Construction Board of Appeals~~	~~March 1~~	~~2~~

~~**EARLY-MID JUNE**~~

~~Parks & Recreation Commission~~	~~June 30~~	~~2 to 3~~
~~Planning Commission~~	~~June 30~~	~~3~~
~~Cultural Arts Committee~~	~~June 30~~	~~1 to 2~~
~~Public Utilities and Technology Committee~~	~~June 30~~	~~0 to 1~~
~~Youth Council~~	~~Aug. 31~~	~~13~~

~~**LATE NOVEMBER/EARLY DECEMBER**~~

~~Board of Review~~	~~Jan. 1~~	~~2 to 4~~
~~Corridor Improvement Authority~~	~~Dec. 31~~	~~2~~
~~Economic Development Corporation~~	~~March 1~~	~~1 to 3~~
~~Election Commission~~	~~Jan. 1~~	~~0 to 1~~
~~Historical Commission~~	~~Jan. 1~~	~~2 to 3~~
~~Library Board~~	~~March 1~~	~~2 to 3~~
~~Zoning Board of Appeals~~	~~Jan. 1~~	~~2~~

Name	**Terms expire on**	**Approximate # of vacancies per year**
Beautification Commission	January 1	2 to 3
Board of Review	January 1	1 to 2
Building Authority	March 1	1 to 2
Construction Board of Appeals	January 1	1 to 2
Corridor Improvement Authority	January 1	2 to 3
Cultural Arts Committee	January 1	1 to 2
Economic Development Corporation	March 1	1 to 3
Election Commission	January 1	0 to 1
Historical Commission	January 1	2 to 3
Library Board	March 1	2 to 3
Parks, Recreation & Cultural Services Commission	January 1	2 to 3
Planning Commission	January 1	2 to 3
Public Utilities and Technology Committee	January 1	0 to 1
Zoning Board of Appeals	January 1	2 to 3

Applications will be considered current for twelve months from the date of application. Council may schedule other interview sessions for newly created committees on an as-needed basis. Applications may also be made up until the start of the City Council

meeting at which presentations are made. The City Clerk shall be responsible for providing information as to such application(s) to the Council at or before the meeting.

~~Those appointed to fill a vacancy and have presented in the past 12 months need not make a presentation, unless requested by a Council member, but must apply to be considered for re-appointment.~~

~~The Youth Council Review Committee shall evaluate applicants for Youth Council vacancies. The evaluation process shall generally be the same as described below for presentations to the City Council (but may set its own rules for the length of candidate presentation). Following the introductions, the Youth Council Review Committee shall make the recommendations to City Council.~~

~~Applicants for boards, commission, and committees will make p~~Presentations by applicants for boards, commissions, and committees will be made ~~before~~ to the Council at a regular meeting in November. Applicants will be given two minutes to explain why they are interested and qualified. Questioning by Council Members will not generally be contemplated, but as the Chair of the meeting, the Mayor may (but is not obligated to) entertain questions from other Council Members.

Applicants will be informed that a presentation is mandatory. Notwithstanding anything to the contrary in this section, however, appointments may be made and/or approved without candidate presentation if the Mayor and/or Council deem it to be appropriate under the circumstances.

If a Committee has members of City Council as well as other members who are not Councilmembers, the Chairperson shall be a Councilmember, unless all Councilmembers decline to be chair. In instances where the Mayor appoints the committee and Council approval is not required, the Mayor shall also, at the time of making such appointments, designate a chair.

Council action on appointments (including appointing newly-created committees):

Any *new* committee adopted by Council shall have in its resolution language to the effect of the following:

> That the position will be publicized for applications within ten days of the adoption of the resolution creating the committee.
>
> That Council will hold presentation sessions within three weeks of adoption of the resolution.
>
> That Council will make appointments at the Regular Meeting following the presentation meeting.

Appointments to Standing Committees:

The following standing committees of the Council shall be composed of at least three members who shall be appointed from time-to-time by the Mayor. (Charter, Sec. 6.7(e))

1. Finance and Administration Committee - Three Council representatives. This Committee is responsible for reviewing administrative recommendations for the budget; retirement and OPEB investment strategy; staff recruiting, retention, turnover, employment trends, and compensation strategy; bonding and/or millage recommendations; and large scale capital or other programs or projects. It ~~shall~~ also provide~~s~~ an initial review of the required annual Capital Improvement Plan (CIP) prepared ~~by staff and~~ adopted by the Planning Commission, and shall meet at least twice annually ~~with members of~~ the Planning Commission~~'s designates designated by the Commission~~ in order to finalize the CIP for presentation to the Commission. This committee also

~~2. Consultant Review Committee - Three members of Council. This Committee is responsible to~~ review~~s~~ ~~(i)~~ multi-year contracts for professional services (e.g., engineering or environmental consultants) ~~or (ii~~and~~)~~ contracts for professional services of any length where the consultant deals directly with the City Council in a significant way (e.g., attorney services, auditors, or the like~~). Administration will provide on a quarterly basis a schedule of contracts for such services that are expected to come before City Council for approval.~~

.

~~3.~~2. Rules Committee - The Mayor and two members of Council to begin their review of the Council Rules immediately following the first meeting following the November Election. This Committee is responsible for regular or occasional review of these Rules as contemplated in the Prologue Section above.

~~4.~~3. Ordinance Review Committee - The Mayor and two members of Council. This Committee is responsible for discussion and review of amendments to the Code of Ordinances. It is intended to review those ordinances that are substantive in nature and that would benefit from review by the Committee before submission to the Council as a whole. Matters may be referred to the Committee by the Council; additional items may be placed on the Committee's agenda for its consideration with the approval of the Mayor.

~~5. Youth Council Review Committee – Three members of Council appointed by Mayor. The members shall be responsible for interviewing applicants for the Youth Council and shall serve as liaisons to the Youth Council. Member attendance at Youth Council meetings is not required. Participation by members at Youth Council meetings (if any) shall be non-voting.~~

~~6.~~4. Mobility Committee. Three members of Council, plus 2 members of the Planning Commission, and 2 members of the Parks, Recreation & Cultural Services Commission. This Committee studies and makes recommendations on road improvements, public transit, non-motorized transportation, and ADA compliance. It replaces the Walkable Novi Committee.

~~7.~~5. Public Utilities and Technology. 3 members of Council, and 2 members appointed from the public at large, with an emphasis on members from the public who have a background and skill set relating to the subject matter of the Committee. This Committee studies and makes recommendations regarding all non-city public utilities (e.g., gas, electric, cable) and broadband expansion opportunities.

Council representation on regional bodies/inter-governmental bodies:

1. SEMCOG - ~~one~~ One Delegate (Elected Official) and one Alternate (Elected or Appointed) appointed by the Council for a two-year term.

Where service on a regional or intergovernmental body involves the Council member having to cast a vote on behalf of the City, the member shall, to the extent practicable, inform the Council of the expected vote sufficiently in advance to allow City Council input if deemed appropriate by the Council.

Advisory/implementation and current *ad hoc* committees established by Council:

1. City Council Cultural Arts Committee. Five members, with an emphasis on members from the arts community (educators, artists). This Committee will make recommendations regarding public art, music, theater, and dance opportunities and ways to broaden cultural art and music opportunities in Novi.

2. Long-Range Strategic Planning Committee. This Committee will work on a strategic plan to determine what Novi wants and expects to be in the year 2050, and to identify actions and options for getting there. Initially three members of Council, who will evaluate the options for the structure of a larger committee with additional community members and stakeholders with diverse backgrounds and expertise.

3. Environmental Sustainability Committee. This Committee will study and advise Council on environmental issues affecting the City, including the protection and enhancement of natural resources, recycling/composting, energy production, etc. Initially three members of Council, who will evaluate the options for the structure of a larger committee with additional community members and stakeholders with diverse backgrounds and expertise.

Council Advisory Committees will not establish any separate *Ad Hoc* Committee without

the approval of the Council. This does not prevent a committee from appointing subcommittees of their members.

Boards and Commissions established by Charter or Ordinance:

1. Beautification Advisory Commission - Seven members appointed to three-year terms by the Council. Terms expire January 1st (Sec. 2-171 City Code).

2. Board of Review Three members and one alternate member - appointed to two-year terms by the Council. Terms expire January 1st of each odd year (Sec. 9.6 City Charter).

3. Construction Board of Appeals - Five members and two alternate members - Appointed to four-year terms by the City Council. Terms Expire March 1st. (Sec. 7-19 City Code)

4. Corridor Improvement Authority – Nine member, made up of the Mayor and eight member appointed by the Mayor subject to Council approval. Terms expire December 31st. (Resolution 12/04/2017)

5. Economic Development Corporation -Nine members - Appointed to five-year terms by the Mayor subject to Council approval. Terms Expire March 1st (EDC Articles of Incorporation)

6. Election Commission - Three members, including the City Clerk – Appointed to three-year terms by the Council. Terms expire January 1st (Sec.3.4 City Charter)

7. Historical Commission - Seven members - Appointed to three-year terms by the Council. Terms expire January 1st. (Sec. 17-18 City Code)

8. Library Board - Seven members - appointed to three-year terms by the Mayor subject to Council approval l. Terms expire March 1st. (Sec.19-21 City Code)

9. Parks and Recreation Commission - Seven members - Appointed to three-year terms by the Council. Terms expire June 30th (Sec. 25-37 City Code)

10. Planning Commission - Seven members - Appointed to three-year terms by the Mayor subject to Council approval. Terms expire June 30th (Sec. 27-18 City Code)

11. Street Name Review Committee -Representatives of the Department of Community Development, Police Department, Fire Department and Building Department. (Sec. 31-51 City Code).

12. Zoning Board of Appeals - Seven members and one alternate member appointed to three-year terms by the Council. Terms expire January 1st (Sec. 3100 Zoning

Ordinance)

Generally applicable rules for Council standing or advisory boards and committees

Board and Commission meetings shall be open to the public and a notice of the date, time and location of each meeting shall be posted within the lobby of the City Hall no less than 18 hours before the meeting.

Minutes of the proceedings shall be taken and available to the City Clerk of all Board and Commission meetings. Board and Commissions shall endeavor to hold their meetings in the City Council Chambers for consistent public access.

Except as expressly authorized by its enabling resolution or these rules, or some other applicable law or resolution, no standing committee of the City Council or advisory board or committee of the Council shall have the authority to enter into contracts or agreements on behalf of the City, or to authorize or approve the expenditure of funds to support its activities, including the retention of experts or consultants to assist it. Such board or committee may request approval of such expenditures or retention by city Council. No standing committee of the City Council or advisory board or committee of the Council shall have the authority to apply for or accept grants or awards, or request or accept any sort of outside assistance or services without approval of City Council, unless expressly authorized by its enabling resolution or these rules, or some other applicable law or resolution.

The City Council expects all standing committees and advisory boards or committees to be staffed in some manner by City employees, unless its enabling resolution or these rules, or some other applicable law or resolution provides otherwise. The staff members or liaisons are expected to perform the work of preparing agendas, assembling packet materials, coordinating attendees and speakers, and the like, rather than the board/committee members, whose primary task is the provision of guidance and/or recommendations in the process of carrying out the board/committee's charge by Council.

14. STANDARDS OF CONDUCT FOR CITY COUNCIL MEMBERS

A. General Rules. City Council members will be governed by the Standards of Conduct of Novi Officers, Employees, and Consultants, as adopted and amended from time to time by City Council Resolution. Those standards generally include (but are not limited to) the following:

1. Confidential Information and information with limited distribution to City Council. A Council member shall not divulge to an unauthorized person,

confidential information acquired in the course of the Council member's duties in advance of the time prescribed for its authorized release to the public. A Council member shall also not share information that involves unusual or sensitive topics such as ongoing (or past) public safety events or actions (such as police activity, fire or water/sewer or traffic emergency events) where the City's official channel of communication to the public is through the City Manager's office or the Community Relations Department for purposes of assuring a continuity of information and coordination of an ongoing City response or message to the public. Information that the Council members receive as to such matters is to be considered confidential or restricted until shared with the public by the Administration. City Administration is the body responsible for communicating directly with the public on such matters. The requirement to keep confidential information confidential survives the activity or event to which it relates.

2. Representations. A Council member shall not represent his or her personal opinion, or position on any specific issue, whether before City Council or not, as that of the City or the City Council. A Council member shall not misrepresent the position of the City or another Council member on any issue.

3. City resources. A Council member shall use personnel resources, property, and funds under the Council member's official care and control judiciously and solely in accordance with prescribed constitutional, statutory, and regulatory procedures and not for personal gain or benefit.

4. Gifts. A Council member shall not solicit or accept a gift or loan of money, goods, services, or other thing of substantial value for the benefit of a person or organization, other than the City, which tends to influence the manner in which the Council member performs official duties. It shall be presumed that a non-monetary gift having a value of less than fifty dollars ($50.00) does not evidence a violation of the above paragraph. "Non-monetary gifts" do not include gift certificates, vouchers, or any other item which is readily used in place of cash.

5. Profit from Position. A Council member shall not engage in a business transaction in which the Council member may receive a substantial profit from his or her official position or authority or a substantial financial benefit from confidential information which the Council member has obtained or may obtain by reason of that position or authority. A Council member shall not use, or attempt to use, his or her official position to unreasonably secure, request or grant, any privileges, exemptions, advantages, contracts, or preferential treatment for themselves or others.

B. Financial Interest in Contract, Purchase, or Employment

1. No Council member shall vote on any question in which the member has a financial interest other than the common public interest or on any question concerning his or her own conduct. (Charter, Sec. 6.7)

2. Except as otherwise provided by State law (including all disclosure requirements), a Council member shall not engage in or accept employment or render services for a private or public interest when that employment or service is incompatible or in conflict with the discharge of the Council member's official duties, or when that employment may tend to impair his or her independence of judgment or action in the performance of official duties. If such employment or services for a private or public interest (except the City of Novi) requires the appearance, directly or indirectly, by a Council member before any employee, agency or body of the City of Novi, it shall be conclusively presumed that such appearance is incompatible and in conflict with the Council member's official duties. Except as otherwise provided by State law (including all disclosure requirements), a Council member shall not participate in the negotiation or execution of contracts, making of loans, granting of subsidies, fixing of rates, issuance of permits or certificates, or other regulation or supervision relating directly to a business entity in which the Council member has a financial or personal interest.

3. No Council member shall be a party, directly or indirectly, to any contract between himself and the City, except as provided by state law and City Charter.

4. Members of the City Council shall disclose, upon a form provided by the City Clerk, the following information: Any interest in any property within the City of Novi held by the member, the member's spouse, any child of the member, a trust for the member, any corporation in which the member is an officer, director, or shareholder, or by any partnership, limited partnership, or co-partnership in which the member has an interest The disclosure shall be submitted by City Council members upon taking the oath of office, and annually thereafter.

15. DEBATE AND DECORUM

Where these rules or the City Charter are silent, "Roberts Rules of Order Newly Revised" shall, to the extent reasonably feasible, govern the proceedings of the Council. The City

Attorney shall act as Parliamentarian. In addition, the following general rules of debate shall apply:

A. The maker of a motion is entitled to speak first.
B. A Council member must obtain the floor by being recognized by the Mayor.
C. No Council member is entitled to speak a second time on the same motion while any other Council members wish to make their first speech.
D. A Council member may not speak against his/her own motion, but may vote against it.
E. Remarks must be confined to the merits of the pending question.
F. Questions and remarks must be addressed through the Mayor. Council members are not to speak directly to each other.
G. A courteous tone must be maintained. Interjecting personal notes or attacking another member's motives is prohibited.
H. Use of a Council member's name is to be avoided, if at all possible; for example, you should refer to "the maker of the motion" or "the previous speaker" whenever possible.
I. Reading from books, reports, etc. is only allowed with general consent of the Council by vote or general consent, that is, if there are no objections.
J. No Council member may comment adversely on any prior act of the Council that is not pending.

16. USE OF COMMUNICATION DEVICES DURING MEETINGS

A Council member shall refrain from the use of electronic or wireless communication devices during meetings to communicate with other Council members or with members of the public, regardless of whether the device is provided by the City. This prohibition shall not apply to communications with family members, employees, or co-workers, or others with whom the member communicates on a matter unrelated to an agenda item for Council action; such communications shall be infrequent and shall not disrupt, disturb, or otherwise adversely affect the conduct of the meeting.

17. USE OF CITY-ISSUED ELECTRONIC DEVICES

City-issued electronic devices are intended to be used for City business and City-related purposes. Personal use is discouraged and should occur infrequently and shall be incidental to the intended use of the electronic device. The following rules shall apply to Council members' use of City-issued electronic devices:

A. The City shall supply the electronic device and all associated hardware and software. Council members shall not install any hardware or software on the electronic device without prior approval through the City's Chief Information

Officer.

B. Council members shall have the use of the electronic device during the member's term of office, and such right shall terminate at the same time as the member's term of office ends, at which time the electronic device and all associated equipment shall be returned to the City.

C. Council members shall be responsible for maintaining the electronic device in good condition, and to reasonably protect it from theft, loss, or damage. City policies applicable to City staff with regard to damaged or lost equipment shall apply.

D. Council members may not use the electronic device in connection with election or re-election efforts or campaigning, either for the member or any other candidate for public office.

E. Council members shall not use the electronic device, or the internet access or e-mail provided with it, for any commercial, illegal, or illicit purpose or activity, or for financial gain. Council members shall not use the electronic device to download or store inappropriate or obscene material. Council members shall not knowingly violate copyright laws or site guidelines in connection with internet access. Council members shall not knowingly use the electronic device, or the internet access or e-mail provided with it, to propagate any virus, worm, "Trojan horse," "trap door," or back door" program code or to knowingly disable, disrupt, or overload the computer system or network, or to circumvent any system designed to protect the privacy or security of another user, computer system, communications network, or organization.

F. Council members should recognize that many, and perhaps most, of the documents that exist on the electronic device or that are created during internet usage or while using the e-mail function may be subject to the Freedom of Information Act, MCL 15.231 *et seq*., or other means of discovery, and should govern their use accordingly.

G. Council members shall not use the electronic device for any purpose that violates the Open Meetings Act, MCL 15.261, *et seq*.

H. The electronic device shall at all times remain City property, and therefore subject to return to the City upon request, for inspection, repair, installation of additional hardware or software or other applications, and the like, or to ensure compliance with these rules.

I. The Council member to whom an electronic device is issued is responsible to insure the proper use of the electronic device in accordance with these rules.

18. COUNCIL APPROVAL OF INDIVIDUAL COUNCIL MEMBER NON-ROUTINE REQUESTS FOR INFORMATION OR INVESTIGATIONS BY CITY STAFF

Prior to any individual Council members request to City staff for reports or other

information, other than routine (requests that can be answered within 5-10 minutes), the requests must be raised at the Council table and approved.

19. NEW COUNCIL MEMBER ORIENTATION; IN-SERVICE PROGRAMS; OFF-SITE TRAINING/CONFERENCES

Each new member of Council shall, upon taking the oath of office, be given the following materials unless the member has or has access to a current copy of:

- Charter and Code of Ordinances
- Master Plan for Land Use
- Current year Budget
- Council Rules
- City of Novi Internet Usage and E-Mail Usage Policies
- City of Novi rules regarding damaged or lost equipment (e.g., for City-issued electronic device)

Each new member of Council shall, upon taking the oath of office, be offered an opportunity by the City Manager to tour the various City facilities (i.e., City Hall, DPW, Police/Fire stations, and the like).

After each City election at which a new member of Council is elected, the City staff shall arrange a series of presentations or programs, conducted ~~generally between December and February~~during the first year of their term following a City election, to inform new members of the operations of City government. Generally, and subject to member availability, these shall occur before City Council meetings, and shall cover basic subjects such as land use and planning, finance/taxation/assessing, police/fire, and infrastructure maintenance and construction. The programs shall be open to all members of the City Council as in-service educational opportunities.

Council members are strongly encouraged to attend training sessions and conferences to develop their understanding of their role and responsibilities as public officials, including by way of example by the Michigan Municipal League (such as the Newly-Elected Officials' Training) and the Michigan State University Extension Service Citizen Planner sessions. Council will annually establish a budget ~~of $1,000 per Council member~~during budget discussions, to be used to offset the cost of such activities. ~~Such funds may be used only in connection with training session, workshops, seminars, or conferences sponsored or conducted by municipal organizations of which the City is a member (e.g., the Michigan Municipal League).~~ City Administration shall regularly provide Council with a list of conferences for ~~such~~ organizations that the City belongs to. Reimbursement of expenses incurred in connection with such sessions or events shall also follow the rules established for City employees.

20. SUSPENSION AND AMENDMENT OF RULES

These rules may be suspended or amended at any time, in accordance with the Charter of the City of Novi by a vote of the majority of the Council elected and serving.

21. ENFORCEMENT OF RULES

These rules are subject to enforcement by the City Council as it determines appropriate under applicable provisions of State law, the City Charter, and Roberts' Rules of Order (which have been adopted above to the extent reasonably practicable), and any penalty for violation hereof shall be in accordance with said provisions.

COUNCIL ORGANIZATION RULES AND ORDER OF BUSINESS

ADOPTED: December 15, 1997
AMENDED: January 26, 2026

CITY OF NOVI
COUNCIL ORGANIZATION RULES
AND ORDER OF BUSINESS

PROLOGUE

The City Council of the City of Novi consists of seven members, including the Mayor, elected at large in a non-partisan election. These Rules shall serve as guidelines for the organization and the conduct of the Council so that the City is governed and conducts its business in an orderly fashion. This document shall be reviewed every two years, following the Regular City Election. The Rules are subject to compliance with the City of Novi Charter, ordinances, and State Statutes.

1. ORGANIZATION

A regular meeting of the Council shall be held on the Monday following each Regular City Election (Charter, Sec. 6.1), or following secular day, if there is a holiday. The Mayor shall, at the first regular meeting of the Council after the election of the Mayor, appoint another member of the Council to serve as Mayor Pro Tem, who, during the absence or inability of the Mayor to perform his duties shall act in the name and stead of the Mayor and shall, during the time of such absence or inability, exercise all the duties and possess all the powers of the Mayor. (Charter, Sec. 4.5a) In the absence of both the Mayor and the Mayor Pro Tem, the most senior member of Council shall preside. The seniority shall be determined by the length of the concurrent terms as listed below. In those instances where concurrent terms are of equal length, seniority shall be determined by the number of votes received in the most recent election of the members with such equal terms:

Mayor Fischer – Re-Elected November, 2025 (elected 2019)
Mayor Pro Tem Casey – Re-Elected November 2023(elected 2011)
Council member Staudt – Re-Elected November 2023 (elected 2007)
Council member Smith – Re-Elected November 2025 (elected 2021)
Council member Heintz – Elected November 2023
Council member Gurumurthy – (Appointed December 2023) Elected November 2025
Council member Martinez – Elected November 2025

2. REGULAR MEETINGS

The Council shall hold two Regular Meetings per month in accordance with the Schedule of Regular Meetings to be established by the City Council by the end of November of the preceding year. These public business meetings shall be held at 7:00 P.M. in the Council Chambers of the Novi Civic Center and shall begin promptly at the appointed time.

In addition to the regular meetings above, the Council shall hold a regular meeting the

Monday following certification of the Regular City Election or following secular day, if there is a holiday. This meeting is intended to include an organizational meeting of the Council. The Council shall request staff to organize and present orientations as described in Section 19 herein, voluntary for new Council members and open to returning Council members as they deem necessary.

The Council will have as a goal to conclude all meetings no later than 10:00 P.M.
If the Council meets at a place other than its regular meeting place, then public notice to such effect shall be published in a newspaper circulated in the City. (Charter, Sec. 6.1)

Minutes of regular meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

3. SPECIAL MEETINGS

Special Meetings of the Council may be called by the Clerk upon the written request of the Mayor or by any two members of the Council. There shall be at least twenty-four (24) hours' written notice to the public and each member of the Council designating the time, place, and purpose of a special meeting and served personally on, or left at, the usual place of residence of each of the Council members. Any special meeting of the Council at which all members of the Council are present or have in writing waived the requirements that the required notice be given, and at which a quorum of the Council is present, shall be a legal meeting. (Charter, Sec. 6.2) It is the preference of Council that special meetings are held on Mondays.

Minutes of special meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

4. JOINT MEETINGS

The City Council may hold Joint Meetings with School Boards, Boards, Commissions, Committees, and municipal governments who share a community of interest with the City of Novi. Such meetings shall be scheduled for a specific purpose or goal, agreed to by the Council and other entity or entities before the meeting.

Minutes of joint meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

5. EXECUTIVE SESSIONS

A two-thirds (2/3) roll call vote of members elected or appointed and serving shall be required to call a closed session, except for those circumstances where the Open Meetings Act, 1976 PA 267 permits the calling of an executive session by a lesser vote. Those circumstances not requiring a two-thirds (2/3) vote are sessions:

To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent, when the named person requests a closed hearing.

For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing.

The purpose of the meeting will be stated in the motion to call the closed session and shall be in accordance with the Open Meetings Act.

A separate set of minutes shall be taken by the Clerk or the designated secretary at the executive session. These minutes will be retained by the Clerk for the period of time required by the Open Meetings Act and shall not be available to the public and shall be disclosed only if required by a civil action. Minutes of executive session meetings may be distributed to Council for review at an executive session and may be approved, in Council's discretion, and returned to the Clerk.

City Council Members shall not divulge to any unauthorized person confidential information discussed in an executive session in advance of the time prescribed for its authorized release to the public by the City Council. Council members shall honor the confidentiality of the debate and discussion occurring in executive session, and be aware of the potential liability and/or other harm to the City by premature disclosure

6. **AGENDA - REGULAR MEETINGS**

The City Manager and the City Clerk, with consultation and concurrence of the Mayor, shall prepare an agenda of business to be considered at each regular Council Meeting. Items of business must generally be submitted by 12 noon of the Monday preceding the next regular meeting, subject to the discretion of the City Manager. The Mayor and Administration will strive to have agendas resulting in consistent length of meetings.

City Council Members shall have the use, for City business and for City Council meetings, of a City-issued electronic device. Agenda materials will primarily be provided to Council members by electronic delivery method and the member shall be responsible for installing the materials on the electronic device. "Paper" copies of agenda materials will be provided only where the materials are likely to be retained for regular review (bound documents such as the Master Plan for Land Use, or the Budget), or where a paper copy is required or appropriate to completely convey the information contained in the materials.

The Meetings will be held in the Council Chambers UNLESS OTHERWISE NOTED ON THE AGENDA. No items will be added to the published agenda unless approved by a majority vote of the City Council. The Agenda of Regular Meetings of the City Council

shall be prepared generally in accordance with the following format; provided that the Mayor and City Administration can alter the format or the order of agenda items in circumstances deemed appropriate:

A. Call to order
B. Pledge of Allegiance
C. Roll Call
D. Approval of Agenda
E. Public Hearings
F. Presentations
   This is reserved for and limited to presentations by or on behalf of the City itself to the City Council that do not require or anticipate Council action (e.g., presentation of the results of the national survey the City has conducted). It is not intended to be used by third parties.
G. Reports:
   1. Manager/Staff
   2. Attorney
H. Audience Comment
I. Consent Agenda – Removals and Approvals (Items removed from Consent Agenda will be discussed under Item O).
   Only the following kinds of items may be included on the Consent Agenda:
   1. Personnel matters requiring Council action, not including reviews of employee grievances or appointments and terminations
   2. Routine financial management actions, such as approval of warrants, transfer of funds, approval to advertise for bids
   3. Approval of licenses
   4. Setting dates of Public Hearings
   5. Ordinances at second reading and/or resolutions which do not require public hearings prior to adoption
   6. Approval of minutes
   7. Approval of contracts and agreements not to exceed $100,000
   8. Referral to committees
   9. Approval of easements
   10. Additional items which administration feels could be included on Consent Agenda for final approval
J. Matters for Council Action
   1. Proposed Zoning Ordinance Map Amendments
   2. Other Ordinances - First Reading (Introduction)
   3. Action on Special Reports
   4. Appointments to Boards and Commissions
   5. Other matters to be acted upon by Council
K. Consent Agenda Removals for Council Action
   In order to limit the number of items removed from the Consent Agenda, all members of Council will make an effort to contact the administration before the meeting to have questions answered. Unless a member of the Council specifically

requests that an item listed on the Consent Agenda be removed therefrom and action be taken separately on said item, those items listed on the Consent Agenda shall be approved, accepted, etc. by motion and unanimous roll call vote of the Council. Those items so approved under the heading "Consent Agenda" shall appear in the Council minutes in the proper form.

L. Audience Comment

M. Committee Reports

N. Mayor and Council Issues

This portion of the agenda shall be limited to matters as to which a Council member is seeking to receive comments or other reaction from other Council members, or to gain a consensus for giving direction to City staff. Council members may request that an item (each member is limited to one(1) such item) be placed on the printed agenda by notifying the Mayor, City Manager, and City Clerk no later than 3:00 P.M. on the third business day preceding the meeting and provide the language for the item in writing or verbally. Each Council member present at a meeting may also request placement of one (1) additional item on the agenda under Mayor and Council issues for that meeting. With respect to any such issue placed on the agenda, if a Council member is requesting information from City staff as part of the item, the Council member shall have first contacted the City Manager by noon the day of the meeting and requested such information prior to the meeting, and shall so state at the time of placement of the item on the agenda. Motions may be made and voted upon in connection with matters added under this section.

P Adjournment

While there is no set space on the agenda for proclamations or recognitions relating to things like civic celebrations or to commemorate state or national events, or to acknowledge significant milestones, achievements, or contributions to the Novi community, such items can be added at the time of preparing an agenda as provided for in these Rules under the title "Recognitions," to occur after Presentations. The inclusion on the agenda of such items is a courtesy, not a right. Matters of public or political controversy, conflict, or strife, or matters that are discriminatory or exclusionary will not be added to any agenda. This space is not available for use by third parties. The Mayor may also issue recognitions and/or proclamations on such items on his or her own behalf.

7. **AGENDA - SPECIAL MEETINGS**

No business shall be transacted at any special meeting of the Council unless the same has been stated in the notice of such meeting. However, other than the enactment of an ordinance, any business which may lawfully come before a regular meeting may be transacted at a special meeting, if all the members of the Council present consent thereto and all the members absent file their written consent. (Charter Section 6.3). The notice of such meeting, setting forth the time, place and purpose, together with the agenda shall be served in accordance with the City Charter upon each member of the Council.

8. **AUDIENCE PARTICIPATION RULES**

A. No person shall interrupt Council members or staff while they are speaking during a meeting or otherwise disrupt a Council meeting.

B. All members of the Audience addressing the meeting (hereinafter speaker) shall direct their remarks to the Mayor.

C. No speaker shall address the meeting unless recognized by the Mayor for that purpose.

D. Remarks should pertain to matters before the Council, to City business or policy, or to issues of community concern or interest. While comment upon the action, inaction, or performance of the Council and the City of Novi commissions, boards, employees and consultants is allowed, speakers are requested to refrain from inappropriate, profane, vulgar or abusive language and personal attacks. Additionally, City Council prohibits the use of any obscene, defamatory, or similarly disruptive language that substantially interrupts, delays, or disturbs the peace and good order of the proceedings of the City Council meeting or constitutes an imminent threat to the person or property of an individual or individuals.

E. No speaker shall continue to address the meeting after being advised by the Mayor that the speaker's time for addressing the meeting has expired.

F. Speakers shall use their time only for voice comment. There shall be no audible comment by the members of the audience other than the speaker, and there shall be no audible indication of approval or disapproval of any remarks of the speaker or member(s) of the public body (i.e., no clapping or hooting or similar activity). The purpose of this rule is to make sure that each speaker can address City Council without interference or intimidation.

G. Each speaker may address the meeting for *3* minutes. The Mayor has the authority to grant additional time, if requested by a speaker, for good cause.

H. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to City staff for screening no later than 12:00 P.M. the day of the meeting. The materials submitted will be reviewed by the City Clerk (or designee) to ensure that (1) the materials are in a format capable of broadcast or presentation over the City's audiovisual system; (2) the materials relate to a permitted purpose under Paragraph C above; and (3) the material is legally appropriate for broadcast over the audiovisual system and/or cable system. Visual materials include any visual or textual items that are to be displayed through the audiovisual system irrespective of their specific format or media. This includes, without limitation, photographs, audio and video presentations, charts, computer presentations, computer screen images, posters and fliers, whether in physical or electronic format. Once the materials have been submitted for review, they cannot be changed before the meeting. Notwithstanding the foregoing, the Mayor may allow a speaker to utilize the City's audiovisual system to display a limited number (no more than three) of non-electronic, physical documents (e.g., photographs of potholes), provided that the documents are presented to the Clerk for review under Paragraph G above, before the documents are displayed.

I. Speakers using visual materials are subject to the same time limitation set forth in

Paragraph F above.

J. Taped or recorded audio presentations not presented through the City's audiovisual system (i.e., with sound only, not displaying visual materials) shall also be submitted for review as described in Paragraph G above. The use of microphones, speakers, megaphones, amplification systems, or sound or noise distraction devices, except those provided by the City, is prohibited.

K. Council Members or the Mayor shall not respond to general Audience Comment. The Mayor or Council members can bring up a point of order in regard to false information and direct it to the parliamentarian for a response. The Mayor may direct the administration to respond to the speaker, if appropriate, during or outside of the meeting. The Mayor may also respond with an indication of the appropriate action to be taken.

L. Committee Reports will not be accepted during Audience Comment. An Applicant or Representative may present proposals for a period of time at the discretion of the Mayor.

9. CABLE TV VIDEO AND AUDIO TAPES POLICY

A. All Regular, Special, and Joint Council meetings shall be held in the Council Chambers and will be cablecast/video streamed, except interview meetings unless Council Chambers are unavailable or otherwise specified.

B. Meetings will be cablecast/video streamed live. City Council Meeting videos will be archived on the City website for 90 days. The video archive is not the official record of the meeting.

C. Only City Council, Parks Recreation & Cultural Services, Planning Commission, Library Board and Zoning Board of Appeals Meetings will be cablecast/video streamed live, whenever possible.

D. Audio tapes will be retained by the City Clerk until the approval of the minutes.

10. RECONSIDER/RESCIND/REPEAL A QUESTION

When a question has been taken, it shall be in order for any member who was on the prevailing side in the original action to move for reconsideration thereof at the same or next regular meeting. If a matter is to be brought for reconsideration at a succeeding meeting, the Councilmember making the request must notify the City Manager or City Clerk in writing by the Wednesday prior to the meeting who shall place the matter of reconsideration of the matter on the agenda.

A motion to rescind or repeal some previous action may be made at any time at any regular or special meeting of the Council, provided, such matter has been formally placed on the agenda for consideration and it is in order.

11. VOTING

A Roll Call vote shall be required on all ordinances and the "Yes" or "No" vote shall be

entered upon the records opposite the name of the Councilmember. Whenever the vote is unanimous, it shall only be necessary to so state.

No member of the Council shall vote on any question in which he/she has a financial interest other than the common public interest or on any question concerning his own conduct.

12. QUORUM

Four members of the Council shall be a quorum for the transaction of business at all meetings of the Council, but in the absence of a quorum, the Mayor or any two members may adjourn any regular or special meeting to a later date. (Charter, Sec. 6.5)

13. COMMITTEES

Council Committee assignments will be established by the 2nd regular meeting following the Election.

Standing Citizen Boards, Commissions, and Committees: The descriptions provided within this section stating the purposes, functions and membership of Boards, Commissions and Committees are for informational purposes. The provisions of the Charter, the Novi Code of Ordinances and the resolutions establishing such bodies shall define the purposes, functions and membership of such bodies.

Economic Development Corporation, Library Board and Planning Commission are Mayoral appointments with consent of a majority of Council.

Council will be provided with the attendance record of all applicants for reappointment at the time of interview.

Annual schedule for Board, Commission, and Committee Presentations and Appointments

Name	Terms expire on	Approximate # of vacancies per year
Beautification Commission	January 1	2 to 3
Board of Review	January 1	1 to 2
Building Authority	March 1	1 to 2
Construction Board of Appeals	January 1	1 to 2
Corridor Improvement Authority	January 1	2 to 3
Cultural Arts Committee	January 1	1 to 2
Economic Development Corporation	March 1	1 to 3
Election Commission	January 1	0 to 1
Historical Commission	January 1	2 to 3

Library Board	March 1	2 to 3
Parks, Recreation & Cultural Services Commission	January 1	2 to 3
Planning Commission	January 1	2 to 3
Public Utilities and Technology Committee	January 1	0 to 1
Zoning Board of Appeals	January 1	2 to 3

Applications will be considered current for twelve months from the date of application. Council may schedule other interview sessions for newly created committees on an as-needed basis. Applications may also be made up until the start of the City Council meeting at which presentations are made. The City Clerk shall be responsible for providing information as to such application(s) to the Council at or before the meeting.

Presentations by applicants for boards, commissions, and committees will be made to the Council at a regular meeting in November. Applicants will be given two minutes to explain why they are interested and qualified. Questioning by Council Members will not generally be contemplated, but as the Chair of the meeting, the Mayor may (but is not obligated to) entertain questions from other Council Members.

Applicants will be informed that a presentation is mandatory. Notwithstanding anything to the contrary in this section, however, appointments may be made and/or approved without candidate presentation if the Mayor and/or Council deem it to be appropriate under the circumstances.

If a Committee has members of City Council as well as other members who are not Councilmembers, the Chairperson shall be a Councilmember, unless all Councilmembers decline to be chair. In instances where the Mayor appoints the committee and Council approval is not required, the Mayor shall also, at the time of making such appointments, designate a chair.

<u>Council action on appointments (including appointing newly-created committees):</u>

Any *new* committee adopted by Council shall have in its resolution language to the effect of the following:

> That the position will be publicized for applications within ten days of the adoption of the resolution creating the committee.
>
> That Council will hold presentation sessions within three weeks of adoption of the resolution.
>
> That Council will make appointments at the Regular Meeting following the presentation meeting.

Appointments to Standing Committees:

The following standing committees of the Council shall be composed of at least three members who shall be appointed from time-to-time by the Mayor. (Charter, Sec. 6.7(e))

1. Finance and Administration Committee - Three Council representatives. This Committee is responsible for reviewing administrative recommendations for the budget; retirement and OPEB investment strategy; staff recruiting, retention, turnover, employment trends, and compensation strategy; bonding and/or millage recommendations; and large scale capital or other programs or projects. It also provides an initial review of the required annual Capital Improvement Plan (CIP) prepared adopted by the Planning Commission, and shall meet at least twice annually the Planning Commission's designates in order to finalize the CIP for presentation to the Commission. This committee also

   reviews multi-year contracts for professional services (e.g., engineering or environmental consultants) and contracts for professional services of any length where the consultant deals directly with the City Council in a significant way (e.g., attorney services, auditors, or the like).
2. Rules Committee - The Mayor and two members of Council to begin their review of the Council Rules immediately following the first meeting following the November Election. This Committee is responsible for regular or occasional review of these Rules as contemplated in the Prologue Section above.

3. Ordinance Review Committee - The Mayor and two members of Council. This Committee is responsible for discussion and review of amendments to the Code of Ordinances. It is intended to review those ordinances that are substantive in nature and that would benefit from review by the Committee before submission to the Council as a whole. Matters may be referred to the Committee by the Council; additional items may be placed on the Committee's agenda for its consideration with the approval of the Mayor.

4. Mobility Committee. Three members of Council, plus 2 members of the Planning Commission, and 2 members of the Parks, Recreation & Cultural Services Commission. This Committee studies and makes recommendations on road improvements, public transit, non-motorized transportation, and ADA compliance. It replaces the Walkable Novi Committee.

5. Public Utilities and Technology. 3 members of Council, and 2 members appointed from the public at large, with an emphasis on members from the public who have a background and skill set relating to the subject matter of the Committee. This Committee studies and makes recommendations regarding all non-city public utilities (e.g., gas, electric, cable) and broadband expansion opportunities.

Council representation on regional bodies/inter-governmental bodies:

1. SEMCOG - One Delegate (Elected Official) and one Alternate (Elected or Appointed) appointed by the Council for a two-year term.

Where service on a regional or intergovernmental body involves the Council member having to cast a vote on behalf of the City, the member shall, to the extent practicable, inform the Council of the expected vote sufficiently in advance to allow City Council input if deemed appropriate by the Council.

Advisory/implementation and current *ad hoc* committees established by Council:

1. City Council Cultural Arts Committee. Five members, with an emphasis on members from the arts community (educators, artists). This Committee will make recommendations regarding public art, music, theater, and dance opportunities and ways to broaden cultural art and music opportunities in Novi.

2. Long-Range Strategic Planning Committee. This Committee will work on a strategic plan to determine what Novi wants and expects to be in the year 2050, and to identify actions and options for getting there. Initially three members of Council, who will evaluate the options for the structure of a larger committee with additional community members and stakeholders with diverse backgrounds and expertise.

3. Environmental Sustainability Committee. This Committee will study and advise Council on environmental issues affecting the City, including the protection and enhancement of natural resources, recycling/composting, energy production, etc. Initially three members of Council, who will evaluate the options for the structure of a larger committee with additional community members and stakeholders with diverse backgrounds and expertise.

Council Advisory Committees will not establish any separate *Ad Hoc* Committee without the approval of the Council. This does not prevent a committee from appointing subcommittees of their members.

Boards and Commissions established by Charter or Ordinance:

1. Beautification Advisory Commission - Seven members appointed to three-year terms by the Council. Terms expire January 1st (Sec. 2-171 City Code).

2. Board of Review Three members and one alternate member - appointed to two-year terms by the Council. Terms expire January 1st of each odd year (Sec. 9.6 City Charter).

3. Construction Board of Appeals - Five members and two alternate members - Appointed to four-year terms by the City Council. Terms Expire March 1st. (Sec. 7-19 City Code)

4. Corridor Improvement Authority – Nine member, made up of the Mayor and eight member appointed by the Mayor subject to Council approval. Terms expire December 31st. (Resolution 12/04/2017)

5. Economic Development Corporation -Nine members - Appointed to five-year terms by the Mayor subject to Council approval. Terms Expire March 1st (EDC Articles of Incorporation)

6. Election Commission - Three members, including the City Clerk – Appointed to three-year terms by the Council. Terms expire January 1st (Sec.3.4 City Charter)

7. Historical Commission - Seven members - Appointed to three-year terms by the Council. Terms expire January 1st. (Sec. 17-18 City Code)

8. Library Board - Seven members - appointed to three-year terms by the Mayor subject to Council approval l. Terms expire March 1st. (Sec.19-21 City Code)

9. Parks and Recreation Commission - Seven members - Appointed to three-year terms by the Council. Terms expire June 30th (Sec. 25-37 City Code)

10. Planning Commission - Seven members - Appointed to three-year terms by the Mayor subject to Council approval. Terms expire June 30th (Sec. 27-18 City Code)

11. Street Name Review Committee -Representatives of the Department of Community Development, Police Department, Fire Department and Building Department. (Sec. 31-51 City Code).

12. Zoning Board of Appeals - Seven members and one alternate member appointed to three-year terms by the Council. Terms expire January 1st (Sec. 3100 Zoning Ordinance)

Generally applicable rules for Council standing or advisory boards and committees

Board and Commission meetings shall be open to the public and a notice of the date, time and location of each meeting shall be posted within the lobby of the City Hall no less than 18 hours before the meeting.

Minutes of the proceedings shall be taken and available to the City Clerk of all Board and Commission meetings. Board and Commissions shall endeavor to hold their meetings in the City Council Chambers for consistent public access.

Except as expressly authorized by its enabling resolution or these rules, or some other applicable law or resolution, no standing committee of the City Council or advisory board or committee of the Council shall have the authority to enter into contracts or agreements on behalf of the City, or to authorize or approve the expenditure of funds to support its activities, including the retention of experts or consultants to assist it. Such board or committee may request approval of such expenditures or retention by city Council. No standing committee of the City Council or advisory board or committee of the Council shall have the authority to apply for or accept grants or awards, or request or accept any sort of outside assistance or services without approval of City Council, unless expressly authorized by its enabling resolution or these rules, or some other applicable law or resolution.

The City Council expects all standing committees and advisory boards or committees to be staffed in some manner by City employees, unless its enabling resolution or these rules, or some other applicable law or resolution provides otherwise. The staff members or liaisons are expected to perform the work of preparing agendas, assembling packet materials, coordinating attendees and speakers, and the like, rather than the board/committee members, whose primary task is the provision of guidance and/or recommendations in the process of carrying out the board/committee's charge by Council.

14. STANDARDS OF CONDUCT FOR CITY COUNCIL MEMBERS

A. General Rules. City Council members will be governed by the Standards of Conduct of Novi Officers, Employees, and Consultants, as adopted and amended from time to time by City Council Resolution. Those standards generally include (but are not limited to) the following:

1. Confidential Information and information with limited distribution to City Council. A Council member shall not divulge to an unauthorized person, confidential information acquired in the course of the Council member's duties in advance of the time prescribed for its authorized release to the public. A Council member shall also not share information that involves unusual or sensitive topics such as ongoing (or past) public safety events or actions (such as police activity, fire or water/sewer or traffic emergency events) where the City's official channel of communication to the public is through the City Manager's office or the Community Relations Department for purposes of assuring a continuity of information and coordination of an ongoing City response or message to the public. Information that the Council members receive as to such matters is to be considered confidential or restricted until shared with the public by the Administration. City Administration is the body responsible for communicating directly with the public on such matters. The requirement to keep confidential

information confidential survives the activity or event to which it relates.

2. Representations. A Council member shall not represent his or her personal opinion, or position on any specific issue, whether before City Council or not, as that of the City or the City Council. A Council member shall not misrepresent the position of the City or another Council member on any issue.

3. City resources. A Council member shall use personnel resources, property, and funds under the Council member's official care and control judiciously and solely in accordance with prescribed constitutional, statutory, and regulatory procedures and not for personal gain or benefit.

4. Gifts. A Council member shall not solicit or accept a gift or loan of money, goods, services, or other thing of substantial value for the benefit of a person or organization, other than the City, which tends to influence the manner in which the Council member performs official duties. It shall be presumed that a non-monetary gift having a value of less than fifty dollars ($50.00) does not evidence a violation of the above paragraph. "Non-monetary gifts" do not include gift certificates, vouchers, or any other item which is readily used in place of cash.

5. Profit from Position. A Council member shall not engage in a business transaction in which the Council member may receive a substantial profit from his or her official position or authority or a substantial financial benefit from confidential information which the Council member has obtained or may obtain by reason of that position or authority. A Council member shall not use, or attempt to use, his or her official position to unreasonably secure, request or grant, any privileges, exemptions, advantages, contracts, or preferential treatment for themselves or others.

B. Financial Interest in Contract, Purchase, or Employment

1. No Council member shall vote on any question in which the member has a financial interest other than the common public interest or on any question concerning his or her own conduct. (Charter, Sec. 6.7)

2. Except as otherwise provided by State law (including all disclosure requirements), a Council member shall not engage in or accept employment or render services for a private or public interest when that employment or service is incompatible or in conflict with the discharge of the Council member's official duties, or when that employment may tend to impair his or her independence of judgment or action in the

performance of official duties. If such employment or services for a private or public interest (except the City of Novi) requires the appearance, directly or indirectly, by a Council member before any employee, agency or body of the City of Novi, it shall be conclusively presumed that such appearance is incompatible and in conflict with the Council member's official duties. Except as otherwise provided by State law (including all disclosure requirements), a Council member shall not participate in the negotiation or execution of contracts, making of loans, granting of subsidies, fixing of rates, issuance of permits or certificates, or other regulation or supervision relating directly to a business entity in which the Council member has a financial or personal interest.

3. No Council member shall be a party, directly or indirectly, to any contract between himself and the City, except as provided by state law and City Charter.

4. Members of the City Council shall disclose, upon a form provided by the City Clerk, the following information: Any interest in any property within the City of Novi held by the member, the member's spouse, any child of the member, a trust for the member, any corporation in which the member is an officer, director, or shareholder, or by any partnership, limited partnership, or co-partnership in which the member has an interest The disclosure shall be submitted by City Council members upon taking the oath of office, and annually thereafter.

15. DEBATE AND DECORUM

Where these rules or the City Charter are silent, "Roberts Rules of Order Newly Revised" shall, to the extent reasonably feasible, govern the proceedings of the Council. The City Attorney shall act as Parliamentarian. In addition, the following general rules of debate shall apply:

A. The maker of a motion is entitled to speak first.
B. A Council member must obtain the floor by being recognized by the Mayor.
C. No Council member is entitled to speak a second time on the same motion while any other Council members wish to make their first speech.
D. A Council member may not speak against his/her own motion, but may vote against it.
E. Remarks must be confined to the merits of the pending question.
F. Questions and remarks must be addressed through the Mayor. Council members are not to speak directly to each other.
G. A courteous tone must be maintained. Interjecting personal notes or

attacking another member's motives is prohibited.

H. Use of a Council member's name is to be avoided, if at all possible; for example, you should refer to "the maker of the motion" or "the previous speaker" whenever possible.

I. Reading from books, reports, etc. is only allowed with general consent of the Council by vote or general consent, that is, if there are no objections.

J. No Council member may comment adversely on any prior act of the Council that is not pending.

16. USE OF COMMUNICATION DEVICES DURING MEETINGS

A Council member shall refrain from the use of electronic or wireless communication devices during meetings to communicate with other Council members or with members of the public, regardless of whether the device is provided by the City. This prohibition shall not apply to communications with family members, employees, or co-workers, or others with whom the member communicates on a matter unrelated to an agenda item for Council action; such communications shall be infrequent and shall not disrupt, disturb, or otherwise adversely affect the conduct of the meeting.

17. USE OF CITY-ISSUED ELECTRONIC DEVICES

City-issued electronic devices are intended to be used for City business and City-related purposes. Personal use is discouraged and should occur infrequently and shall be incidental to the intended use of the electronic device. The following rules shall apply to Council members' use of City-issued electronic devices:

A. The City shall supply the electronic device and all associated hardware and software. Council members shall not install any hardware or software on the electronic device without prior approval through the City's Chief Information Officer.

B. Council members shall have the use of the electronic device during the member's term of office, and such right shall terminate at the same time as the member's term of office ends, at which time the electronic device and all associated equipment shall be returned to the City.

C. Council members shall be responsible for maintaining the electronic device in good condition, and to reasonably protect it from theft, loss, or damage. City policies applicable to City staff with regard to damaged or lost equipment shall apply.

D. Council members may not use the electronic device in connection with election or re-election efforts or campaigning, either for the member or any other candidate for public office.

E. Council members shall not use the electronic device, or the internet access or e-mail provided with it, for any commercial, illegal, or illicit purpose or

activity, or for financial gain. Council members shall not use the electronic device to download or store inappropriate or obscene material. Council members shall not knowingly violate copyright laws or site guidelines in connection with internet access. Council members shall not knowingly use the electronic device, or the internet access or e-mail provided with it, to propagate any virus, worm, "Trojan horse," "trap door," or back door" program code or to knowingly disable, disrupt, or overload the computer system or network, or to circumvent any system designed to protect the privacy or security of another user, computer system, communications network, or organization.

F. Council members should recognize that many, and perhaps most, of the documents that exist on the electronic device or that are created during internet usage or while using the e-mail function may be subject to the Freedom of Information Act, MCL 15.231 *et seq*., or other means of discovery, and should govern their use accordingly.

G. Council members shall not use the electronic device for any purpose that violates the Open Meetings Act, MCL 15.261, *et seq*.

H. The electronic device shall at all times remain City property, and therefore subject to return to the City upon request, for inspection, repair, installation of additional hardware or software or other applications, and the like, or to ensure compliance with these rules.

I. The Council member to whom an electronic device is issued is responsible to insure the proper use of the electronic device in accordance with these rules.

18. COUNCIL APPROVAL OF INDIVIDUAL COUNCIL MEMBER NON-ROUTINE REQUESTS FOR INFORMATION OR INVESTIGATIONS BY CITY STAFF

Prior to any individual Council members request to City staff for reports or other information, other than routine (requests that can be answered within 5-10 minutes), the requests must be raised at the Council table and approved.

19. NEW COUNCIL MEMBER ORIENTATION; IN-SERVICE PROGRAMS; OFF-SITE TRAINING/CONFERENCES

Each new member of Council shall, upon taking the oath of office, be given the following materials unless the member has or has access to a current copy of:

- Charter and Code of Ordinances
- Master Plan for Land Use
- Current year Budget
- Council Rules
- City of Novi Internet Usage and E-Mail Usage Policies
- City of Novi rules regarding damaged or lost equipment (e.g., for City-issued

electronic device)

Each new member of Council shall, upon taking the oath of office, be offered an opportunity by the City Manager to tour the various City facilities (i.e., City Hall, DPW, Police/Fire stations, and the like).

After each City election at which a new member of Council is elected, the City staff shall arrange a series of presentations or programs, conducted during the first year of their term following a City election, to inform new members of the operations of City government. Generally, and subject to member availability, these shall occur before City Council meetings, and shall cover basic subjects such as land use and planning, finance/taxation/assessing, police/fire, and infrastructure maintenance and construction. The programs shall be open to all members of the City Council as in-service educational opportunities.

Council members are strongly encouraged to attend training sessions and conferences to develop their understanding of their role and responsibilities as public officials, including by way of example by the Michigan Municipal League (such as the Newly-Elected Officials' Training) and the Michigan State University Extension Service Citizen Planner sessions. Council will annually establish a budget during budget discussions, to be used to offset the cost of such activities. City Administration shall regularly provide Council with a list of conferences for organizations that the City belongs to. Reimbursement of expenses incurred in connection with such sessions or events shall also follow the rules established for City employees.

20. SUSPENSION AND AMENDMENT OF RULES

These rules may be suspended or amended at any time, in accordance with the Charter of the City of Novi by a vote of the majority of the Council elected and serving.

21. ENFORCEMENT OF RULES

These rules are subject to enforcement by the City Council as it determines appropriate under applicable provisions of State law, the City Charter, and Roberts' Rules of Order (which have been adopted above to the extent reasonably practicable), and any penalty for violation hereof shall be in accordance with said provisions.

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Consideration of approval to award engineering design services to OHM Advisors for the construction of a roundabout at the intersection of 11 Mile Road and Taft Road, in the amount of $98,000.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- The City was awarded Congestion Mitigations and Air Quality Improvement (CMAQ) funding through SEMCOG for FY 2027.
- Roundabouts are a proven safety countermeasure for intersections per the Federal Highway Administration (FHWA).

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	**$ 98,000.00**
BUDGET **Major Street Fund 202-449.20-975.206**	**$ 202,757.00**
APPROPRIATION REQUIRED	**$ 0**
FUND BALANCE IMPACT	**$ 0**

BACKGROUND INFORMATION:

The City, with the help of its consultant, OHM Advisors, applied for a Congestion Mitigations and Air Quality Improvement (CMAQ) Grant through SEMCOG in 2024 for a roundabout (RAB) at Taft Road and 11 Mile Road. In 2025, the City was awarded $1.4 million for construction of the project, to be obligated in fiscal year 2027. The estimated construction cost of the project is also $1.4 million. The proposed RAB will be a single lane RAB like the one at 9 Mile Road and Taft Road. Currently, the intersection is a 4-way stop. Replacing the 4-way stop with an RAB is expected to improve traffic

flow and driver safety through the intersection. Pedestrian crossings will be added and improved as needed.

OHM Advisors prepared a scope of services for the design of a roundabout at the intersection of 11 Mile Road and Taft Road. The attached proposal outlines the detailed scope of services. The design fee will be $98,000, which is based on the consultant fee table and estimated construction cost of $1.4 million.

Design will begin immediately after the award with construction expected to start after school lets out in June 2027. The project will be administered through the Michigan Department of Transportation's (MDOT) Local Agency Programs (LAP) unit.

RECOMMENDED ACTION: Approval to award engineering design services to OHM Advisors for the construction of a roundabout at the intersection of 11 Mile Road and Taft Road, in the amount of $98,000.

11 Mile Rd & Taft Rd Roundabout

CITY OF NOVI
cityofnovi.org

Right of Way
- Dedicated
- Prescriptive
- Highway Easement
- Tax Parcels

Street Centerline
- Major Road

N

Feet
0 50 100 200

Map Author: Runkel
Map Print Date: 1/20/26

January 13, 2026

Mr. Jeffrey Herczeg
Director of Public Works
City of Novi - Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375

RE: Scope of Design Engineering Services
Taft and 11 Mile Roundabout

Dear Mr. Herczeg:

Per your request, the following outlines our proposed scope of services and fee to perform design engineering, for the above referenced project. This summary includes our project understanding, proposed scope of work, assumptions, schedule, and fee.

PROJECT UNDERSTANDING

In late 2024, OHM helped the City apply for a Congestion Mitigations and Air Quality Improvement (CMAQ) Grant through Southeast Michigan Council of Governments (SEMCOG) for a roundabout at Taft Road and 11 Mile Road. In February of 2025, a grant of $1.4 million was awarded for the project which is the approximate amount of the construction cost for the project, excluding engineering fees and right-of-way acquisition services. The roundabout will be a single lane roundabout similar to the one installed at Taft Road and 9 Mile just a few years ago. The existing three lane wide approaches of each leg of the intersection will be reconstructed and reorganized to support the new traffic flow. Given that this grant came from federal sources, the project will need to be administered through the Michigan Department of Transportation's (MDOT) Local Agency Programs (LAP) Unit and was directed by the grant agency to be constructed in 2027. The City should be aware that this federal aid process is much longer than a City administered project and will require more extensive plans, documentation, and analysis.

SCOPE OF SERVICES

The following outlines our work plan to accomplish the scope of services for this project as noted above:

TASK 1: DATA COLLECTION

Under this task, we will initiate the project and obtain necessary information to proceed with the design. Specific work efforts include:

- Organize and attend a kickoff meeting with City staff to verify project objectives, design criteria, and specific delivery schedule.
- Review existing utility information and record drawings for the project area.
- Perform a site review to identify elements that are sensitive to project which includes access issues, geometric deficiencies, drainage features, and utility facilities within the project area.
- Complete National Environmental Policy Act (NEPA) Form to satisfy the funding requirements.
- Coordinate design engineering services with Geotechnical Engineer and Right-of-Way acquisition services.

OHM Advisors®
2365 PONTIAC RD, SUITE 201
AUBURN HILLS, MICHIGAN 48326
T 248.751.3100
F 248.287.4201
OHM-Advisors.com

TASK 2: BASE PLAN DEVELOPMENT

Under this task, we will develop preliminary geometrics for the project. The design will be developed in accordance with the current version of MDOT's Local Agency Programs Guidelines for Geometrics, AASHTO's A Policy on Geometric Design of Highways and Streets 2011 edition, and City Standards. Specific work efforts include:

- Prepare typical roadway cross-sections for the project.
- Develop preliminary geometrics based on directed pavement section and any necessary geometric corrections.
- Develop preliminary utility routes, connections, and materials.
- Evaluate sidewalk / pathway connections to be included along the project route.
- Verify grading and right-of-way (ROW) impacts associated with the proposed roadway and determine initial construction limits.
- Prepare a Maintenance of Traffic concept for the City's review and general concurrence.
- Develop early cost estimates for the project.
- Arrange and attend one (1) project meeting with City staff to review their base plan review, if desired.
- Identify and begin preparation of permit packages that will be required.

TASK 3: PRELIMINARY PLAN DEVELOPMENT

Based on comments received from the Base Plan review, Preliminary Plans will be created. These plans will include input from several elements, including roadway geometrics, utility evaluation, traffic analysis, geotechnical evaluation, and special provisions. Specific work efforts include:

- Develop road and utility plans in accordance with current AASHTO and City standards based on comments received from the City on base plans. Plans will be prepared using a scale of 1"=40' (profile scale 1"=4').
- Develop pavement marking and signing plans within the affected influence of the project in accordance with MMUTCD requirements.
- Detailed maintenance of traffic plans will be provided for the project per the approved concept completed during the Base Plan phase. The maintenance of traffic plans will be developed for input from stakeholders.
- Create special provisions for all non-standard MDOT pay items.
- Compute preliminary quantities and create preliminary Engineer's Opinion of Probable Construction Cost.
- Prepare proposed preliminary schedule for work including the construction start, substantial completion, and final completion dates.
- Arrange and attend one (1) project meeting with City staff to review their preliminary plan review, if desired.
- Submit to MDOT LAP for a Grade Inspection (GI) review meeting.
- Submit permit packages to the applicable agencies.

TASK 4: FINAL PLAN DEVELOPMENT

Based on comments received from City and MDOT from the Preliminary Plan review, Final Plans will be created. Specific work efforts include:

- Finalize design plans based on comments obtained.
- Complete construction details.
- Finalize detailed grading.
- Prepare items of work and associated quantities.
- Prepare a final engineer's opinion of probable cost.
- Respond to any permit comments received.
- Submit all documents to MDOT and address any revisions that may be needed.
- Answer questions during the MDOT bidding process.

SCHEDULE

The following outlines our anticipated schedule milestones related to the main tasks of the described work assuming right-of-way acquisition progresses at a reasonable rate:

- 50% Submittal to City – June 2026
- GI Submittal to MDOT – September 2026
- Final Package Submittal to MDOT – December 2026
- MDOT Bid Letting – March 2027
- Construction Start – June 2027 (in observance of adjacent schools)

FEE

Per the fee schedule in the Civil Engineering Consulting Services Agreement between the City and OHM Advisors, the fee for this project would be ninety-eight thousand dollars ($98,000). The fee derivation is based on the following breakdown:

Taft and 11 Mile – Road Reconstruction	$	1,400,000.00	6.50%	$	91,000.00
*Additional MDOT Design	$	1,400,000.00	0.50%	$	7,000.00
Total					**$ 98,000.00**

EXCLUSIONS, ASSUMPTIONS AND CLARIFICATIONS

The following summarizes our assumptions associated with this proposal:

- The City will be responsible for all permit application fees and permit fees.
- The City will be in charge of acquiring all necessary property/right-of-way required for the project, including meeting with and preparing exhibits for the impacted residents and/or businesses.
- No public meetings will be required for the design engineering.
- Geotechnical services are anticipated to be required for the design and construction of this project, but are not included in this scope of work. These services will be provided by the City's Geotechnical Consultant under a separate contract.

Thank you for the opportunity to be of service. If you have any questions or require additional information, please contact us. We look forward to continuing our work with you.

Sincerely,
OHM Advisors

Alex Parent, P.E.
Project Manager

Authorization to Proceed

Signature Date

Printed Name Title

cc: Ben Croy, City
Rebecca Runkel, City
Tim Juidici, OHM

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Approval of the final payment to Highway Maintenance and Construction Company, Inc. for the 2024/2025 Capital Preventative Maintenance in the amount of $37,990, plus interest earned on retainage.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- Graded and spray-patched all 44 street segments in preparation for chip seal
- Provided a single or double-chip seal product for all 44 street segments
- Placed a 1 ½-inch layer of hot-mix asphalt (HMA) on Summit Drive
- Accidentally chip-sealed a portion of North Haven Drive. This was eventually milled back out and replaced with new HMA at the contractor's cost

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	**$ 37,990.04 Retainage**
BUDGET **Local Street Fund 203-000.00-211.266**	**$ 37,990.04**
APPROPRIATION REQUIRED	**$0**
FUND BALANCE IMPACT	**$0**

BACKGROUND INFORMATION:

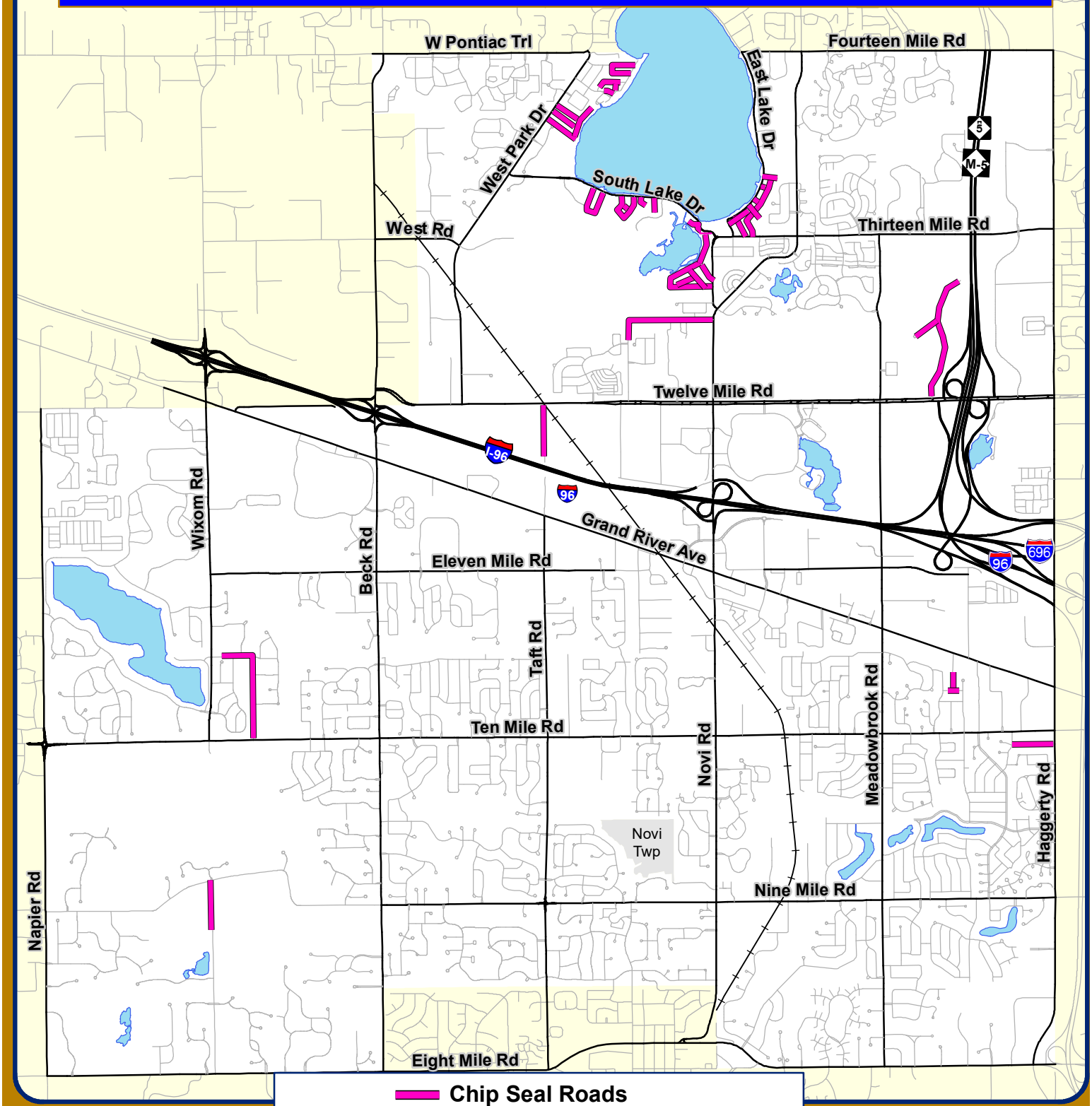
The 2024/2025 Capital Preventative Maintenance program addressed the City's local chip-sealed roads. The project used a combination of spray patch, chip seal, and fog seal. Summit Drive received a thin mill and overlay, followed by chip seal and fog seal. All 44 of the City's local chip-sealed roads were treated.

In its haste, the contractor accidentally chip-sealed over the top of the existing asphalt on North Haven Drive, between West Park Drive and Amos Avenue. This was later milled out completely and repaved with new hot-mix asphalt, at their own expense. The construction contract was awarded at the May 20, 2024, City Council meeting to Highway Maintenance and Construction Company, Inc., in the amount of $735,600.01. Staff worked with the engineering consultant for this project, AECOM-Great Lakes, to review and verify the final contract payment amount of $37,990.04 that is due to the contractor. The City Attorney reviewed the final documentation and found it to be in an acceptable form (Beth Saarela, December 30, 2025).

There were three (3) approved change orders issued, resulting in an overall decrease of $67,575.63 or 9.2% below the amount awarded. The approved change orders resulted in a final contract price of $668,024.38 for the contract.

RECOMMENDED ACTION: Approval of the final payment to Highway Maintenance and Construction Company, Inc., for the 2024/2025 Capital Preventative Maintenance – Chip Seal Program, in the amount of $37,990.04, plus interest earned on retainage.

2024 Capital Preventative Maintenance - Chip Seal Roads



Chip Seal Roads

- North Haven
- Amis Ave
- Rexton
- Faywood
- Lebenta
- Lavon
- Penhill
- Pickford
- South Lake Ct
- West Lake Dr
- Buffington Dr
- Pembine
- Henning Dr
- Eubank
- Maudlin
- Lemay
- Owenton
- Bernstadt St
- 12.5 Mile Rd
- Dixon Rd
- Taft Rd
- Delmont Dr
- Dinser Dr
- Garfield Rd
- Pleasant Cove Dr
- Shamrock Hill
- Shawood Dr
- Crown Dr
- Austin Dr
- Charlotte St
- Elm Ct
- Duana Ave
- Endwell
- Paramount Ave
- Chapman
- Monticello
- Lashbrook
- Parklow
- Herman Ave
- Summit Dr
- Summit Ct
- Joseph Dr
- Brenda Ln
- Burton Dr

Map Author: Runkel
Date: 5-9-24
Project: 2024 CPM
Version #: 1.0

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

City of Novi
Engineering Division
Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org

Feet
0 875 1,750 3,500 5,250

1 inch = 4,300 feet

2024/2025 CAPITAL PREVENTATIVE MAINTENANCE – CHIP SEAL PROGRAM

12 ½ Mile Road – west of Novi Road

Delmont Drive – east of Wixom Road

Dinser Drive – north of 10 Mile Road

North Haven Drive – between Amis Drive and West Lake Drive

Summit Drive – north of Summit Court

ELIZABETH KUDLA SAARELA
esaarela@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
www.rsjalaw.com

ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

December 30, 2025

Aaron Staup, Construction Engineer
City of Novi
Department of Public Works
Field Services Complex
26300 Lee BeGole Drive
Novi, MI 48375

Re: ***2024 Chip Seal Program – Highway Maintenance and Construction Co.*** **- Closing Documents**

Dear Mr. Staup:

We have received and reviewed closing documents for the 2024 Chip Seal Program Project:

1. Application for Final Payment
2. Contractor's Sworn Statement
3. Waivers of Lien
4. Consent of Surety to Final Payment

The closing documents appear to be in order. The original Maintenance Bond is sufficient for the final contract price. Please feel free to contact me with any questions or concerns in regard to this matter.

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC

Elizabeth Kudla Saarela

EKS
Enclosure
C: Cortney Hanson, Clerk (w/Enclosure)
Ben Croy, City Engineer (w/Enclosure)
Megan Mikus, Deputy Director of Public Works (w/Enclosure)
Thomas R. Schultz, Esquire (w/Enclosure)

CITY OF NOVI

Balance Due This Payment = $ 37,990.04

PURCHASE ORDER NO.
97467

26300 Lee BeGole Dr.
Novi, Michigan 48375
Tel: (248) 347-0454
Fax: (248) 735-5659

APPLICATION FOR FINAL PAYMENT

PROJECT: 2024 CPM - CHIP SEAL

NOVI PROJECT NO.: 24-2103
CIP NO.: N/A

PAYMENT NO.: FINAL

OWNER: City of Novi
45175 W. Ten Mile Road
Novi, Michigan 48375

ENGINEER: AECOM-Great Lakes
39575 Lewis Drive, Suite 400
Novi, Michigan 48377
(248) 204-5900

CONTRACTOR: Highway Maintenance & Construction Co
12101 Wahrman/PO Box 74411
Romulus, Michigan 48174
(734) 941-8885

CONTRACT AMOUNT

ORIGINAL: $735,600.01

REVISED: $668,024.38

FINAL COMPLETION DATES

ORIGINAL: June 15, 2025
REVISED: October 31, 2025
ACTUAL:

DATES OF ESTIMATE

FROM: September 26, 2025

TO: November 11, 2025

SECTION 1. **COST OF COMPLETED WORK TO DATE**

Item No.	2024 CPM - CHIP SEAL - BASE BID GL# 203-449.30-973.025 Description of Item	Unit	CONTRACT ITEMS (Original) Quantity	Cost/Unit	Total Amt	CONTRACT ITEMS (Revised) Quantity	Cost/Unit	Total Amt	THIS PERIOD Quantity	Amount	%	TOTAL TO DATE Quantity	Amount	%
0	Crew Days - Division 1 - Base Bid	CD	30.00	$ 800.00	$ 24,000.00	37.00	$ 800.00	$ 29,600.00	-3.00	$ (2,400.00)	-8%	37.00	$ 29,600.00	100%
0	Crew Days - Division 2	CD	0.00	$ 800.00		0.00	$ 800.00	$ -				0.00		
0	Crew Days - Division 3	CD	0.00	$ 800.00		0.00	$ 800.00	$ -				0.00		
0	Crew Days - Division 4	CD	0.00	$ 800.00		0.00	$ 800.00	$ -				0.00		
0	Crew Days - Division 5	CD	0.00	$ 800.00		0.00	$ 800.00	$ -				0.00		
	TOTAL CREW DAYS		**30.00**	**$ 800.00**	**$ 24,000.00**	**37.00**	**$ 800.00**	**$ 29,600.00**	**-3.00**	**$ (2,400.00)**	**-8%**	**37.00**	**$ 29,600.00**	**100%**
1	Mobilization (10% Max)	LS	1.00	$ 6,000.00	$ 6,000.00	1.00	$ 6,000.00	$ 6,000.00				1.00	$ 6,000.00	100%
2	Pre-Construction Audio/Visual	LS	1.00	$ 13,250.00	$ 13,250.00	1.00	$ 13,250.00	$ 13,250.00				1.00	$ 13,250.00	100%
3	Erosion Control, Silt Fence	LF	200.00	$ 25.00	$ 5,000.00	0.00	$ 25.00	$ -				0.00		
4	Seal. Single Chip	SY	93403.00	$ 2.92	$ 272,736.76	92147.68	$ 2.92	$ 269,071.23				92147.68	$ 269,071.23	100%
5	Seal, Single Chip, Patching	SY	46702.00	$ 2.92	$ 136,369.84	24781.16	$ 2.92	$ 72,360.99				24781.16	$ 72,360.99	100%
6	Seal, Fog	SY	93403.00	$ 0.62	$ 57,909.86	92147.68	$ 0.62	$ 57,131.56				92147.68	$ 57,131.56	100%
7	Spray Patch	TON	250.00	$ 430.00	$ 107,500.00	210.82	$ 430.00	$ 90,652.60				210.82	$ 90,652.60	100%
8	Cold Milling, HMA Surface	SY	10569.00	$ 1.95	$ 20,609.55	9830.26	$ 1.95	$ 19,169.01				9830.26	$ 19,169.01	100%
9	HMA, 1100T	TON	916.00	$ 120.00	$ 109,920.00	915.70	$ 120.00	$ 109,884.00				915.70	$ 109,884.00	100%
10	Pavt Mrkg, WB, 24-inch, Stop Bar	LF	192.00	$ 12.00	$ 2,304.00	220.00	$ 12.00	$ 2,640.00				220.00	$ 2,640.00	100%
11	Maintaining Traffic	LS	1.00	$ 4,000.00	$ 4,000.00	1.00	$ 4,000.00	$ 4,000.00				1.00	$ 4,000.00	100%
	TOTAL THIS SHEET				$ 735,600.01			$ 644,159.38		$ -			$ 644,159.38	100%

CITY OF NOVI

26300 Lee BeGole Dr.
Novi, Michigan 48375
Tel: (248) 347-0454
Fax: (248) 735-5659

APPLICATION FOR FINAL PAYMENT

PROJECT: 2024 CPM - CHIP SEAL
NOVI PROJECT NO.: 24-2103
CIP NO.: N/A
PAYMENT NO.: FINAL

NEW CONTRACT ITEMS

SECTION 1. **COST OF COMPLETED WORK TO DATE**

Item No.	Description of Item	Unit	Division	GL#	NEW CONTRACT ITEMS Quantity	Cost/Unit	Total Amt	THIS PERIOD Quantity	Amount	%	TOTAL TO DATE Quantity	Amount	%
12	12.5 Mile and Dixon HMA Patching	LSUM	1	203-449.30-973.025	1.00	$ 10,500.00	$ 10,500.00				1.00	$ 10,500.00	100%
13	Elm Ct Paving	LSUM	1	203-449.30-973.025	1.00	$ 7,565.00	$ 7,565.00				1.00	$ 7,565.00	100%
14	Bernstadt Ditch Grading	LSUM	1	203-449.30-973.025	1.00	$ 5,800.00	$ 5,800.00				1.00	$ 5,800.00	100%
15			0	0	0.00	$ -	$ -				0.00	$ -	
16			0	0	0.00	$ -	$ -				0.00	$ -	
17			0	0	0.00	$ -	$ -				0.00	$ -	
18			0	0	0.00	$ -	$ -				0.00	$ -	
19			0	0	0.00	$ -	$ -				0.00	$ -	
20			0	0	0.00	$ -	$ -				0.00	$ -	
21			0	0	0.00	$ -	$ -				0.00	$ -	
22			0	0	0.00	$ -	$ -				0.00	$ -	
23			0	0	0.00	$ -	$ -				0.00	$ -	
24			0	0	0.00	$ -	$ -				0.00	$ -	
25			0	0	0.00	$ -	$ -				0.00	$ -	
26			0	0	0.00	$ -	$ -				0.00	$ -	
27			0	0	0.00	$ -	$ -				0.00	$ -	
28			0	0	0.00	$ -	$ -				0.00	$ -	
29			0	0	0.00	$ -	$ -				0.00	$ -	
30			0	0	0.00	$ -	$ -				0.00	$ -	
31			0	0	0.00	$ -	$ -				0.00	$ -	
32			0	0	0.00	$ -	$ -				0.00	$ -	
33			0	0	0.00	$ -	$ -				0.00	$ -	
34			0	0	0.00	$ -	$ -				0.00	$ -	
35			0	0	0.00	$ -	$ -				0.00	$ -	
36			0	0	0.00	$ -	$ -				0.00	$ -	
37			0	0	0.00	$ -	$ -				0.00	$ -	
38			0	0	0.00	$ -	$ -				0.00	$ -	
39			0	0	0.00	$ -	$ -				0.00	$ -	
	TOTAL FROM THIS SHEET						$ 23,865.00		$ -			$ 23,865.00	
	TOTAL FROM OTHER SHEETS				$ 735,600.01		$ 644,159.38		$ -			$ 644,159.38	
	GRAND TOTAL				**$ 735,600.01**		**$ 668,024.38**		**$ -**			**$ 668,024.38**	**100%**

CITY OF NOVI

PURCHASE ORDER NO.
97467

26300 Lee BeGole Dr.
Novi, Michigan 48375
Tel: (248) 347-0454
Fax: (248) 735-5659

Section 2.

APPLICATION FOR FINAL PAYMENT

PROJECT: 2024 CPM - CHIP SEAL
NOVI PROJECT NO.: 24-2103
CIP NO.: N/A
PAYMENT NO.: FINAL

Original Contract Amount:			$	735,600.01
Change Orders:			$	(67,575.63)
Adjusted Contract Amount to Date:			$	668,024.38
Total Cost of Work Performed to Date:			$	668,024.38
MINUS Retainage:				
MINUS Inspection "Crew Days":	**To Date**	**37.00**	$	-
	This Pay	**-3.00**		
Net Amt. Earned of Contract and Extra Work to Date:			$	668,024.38
MINUS L.D.'s:	**# of days over =**		$	-
	$ amount/day =	**$800**		
Subtotal:			$	668,024.38
ADD Incentive "Crew Days", if under:			$	-
Subtotal:			$	668,024.38
MINUS Amount of Previous Payments:			$	630,034.34

1	**$**	**122,211.31**
2	**$**	**38,812.14**
3	**$**	**44,359.17**
4	**$**	**372,106.75**
5	**$**	**52,544.97**
6	**$**	**-**
7	**$**	**-**
8	**$**	**-**
9	**$**	**-**
10	**$**	**-**

BALANCE DUE THIS PAYMENT: **$ 37,990.04**

CHANGE ORDERS

No.	Date		Amount
1	September 17, 2024		
2	June 13, 2025	$	10,500.00
3	September 25, 2025	$	13,701.00
4	November 11, 2025	$	(91,776.63)
5			
6			
7			
8			
9			
10			
	TOTAL:	**$**	**(67,575.63)**

Inspection "Crew Days" Allowed per Contract:	30.00
Additional "Crew Days" per Change Orders:	7.00
Total Inspection "Crew Days" Allowed:	37.00
Inspection "Crew Days" Used to Date:	37.00
Inspection "Crew Days" Remaining:	0.00

CITY OF NOVI

26300 Lee BeGole Dr.
Novi, Michigan 48375
Tel: (248) 347-0454
Fax: (248) 735-5659

Section 3.

APPLICATION FOR FINAL PAYMENT

PROJECT:	2024 CPM - CHIP SEAL	**NOVI PROJECT NO.:**	24-2103	**PAYMENT NO.:**	FINAL
		CIP NO.:	N/A		

The undersigned CONTRACTOR certifies that: (1) Any previous progress payments received from OWNER on amount of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment; (2) title to all Work, materials, and equipment incorporated in said Work of otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all leins, claims, security interest, and encumberences (except such as are covered by Bond acceptable to OWNER indemnifying OWNER against any such lein, claim security interest, or encumberence); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective as that term is defined in the Contract Documents.

Jeff Demek

Highway Maintenance & Construction Co
CONTRACTOR - Electronic Signature Certification

AECOM-Great Lakes
CONSULTANT - Electronic Signature Certification

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

CITY OF NOVI

Aaron J. Staup, Construction Engineer
Electronic Signature Certification

☐ All Full Unconditional Waivers of lien have been received from each subcontractor and/or supplier, reviewed and approved by the Consultant. Also, attached to this Final Payment is a copy of the Contractor's Sworn Statement, Consent of Surety, and a new Maintenance and Guarantee Bond (if the amount is greater than the final contract price) or a Maintenance Bond Rider covering the difference between the final contract price and the awarded amount.

WORK CHANGE DIRECTIVE & CHANGE ORDER No. 4

PURCHASE ORDER NO. 97467

NOVI NO.: 24-2103
CIP NO.: N/A

Project: 2024 CPM - CHIP SEAL

Owner:
City of Novi
26300 Lee BeGole Dr.
Novi, Michigan 48375
(248) 735-5632

Engineer:
AECOM-Great Lakes
39575 Lewis Drive, Suite 400
Novi, Michigan 48377
(248) 204-5900

Contractor:
Highway Maintenance & Construction Co
12101 Wahrman/PO Box 74411
Romulus, Michigan 48174
(734) 941-8885

This document hereby renders changes in the Work, changes in the Contract Time and changes in the Contract Price by adding, deducting and/or balancing individual Contract line items through a signed authorization of the Prime Contractor, Owner, and Engineer.

Drafted Date: November 11, 2025

Reasoning: Final balancing of all items

EXISTING CONTRACT ITEMS

Item No.	Division	Item Description	Unit	Unit Price	Quantity	Contract Price Add	Contract Price Deduct
0	1	"Crew Days" - Base Bid	CD	$800.00	3	☐	☑
0	2	"Crew Days" -	CD	$800.00		☐	☐
0	3	"Crew Days" -	CD	$800.00		☐	☐
0	4	"Crew Days" -	CD	$800.00		☐	☐
0	5	"Crew Days" -	CD	$800.00		☐	☐
3	1	Erosion Control, Silt Fence	LF	$25.00	200		$5,000.00
4	1	Seal, Single Chip	SY	$2.92	1255.32		$3,665.53
5	1	Seal, Single Chip, Patching	SY	$2.92	21920.84		$64,008.85
6	1	Seal, Fog	SY	$0.62	1255.32		$778.30
7	1	Spray Patch	Ton	$430.00	39.18		$16,847.40
8	1	Cold Milling, HMA Surface	SY	$1.95	738.74		$1,440.54
9	1	HMA, 1100T	Ton	$120.00	0.3		$36.00
					Subtotals	$0.00	$91,776.63
					Total		**-$91,776.63**

NEW CONTRACT ITEMS

Item No.	Division	Item Description	Unit	Unit Price	Quantity	Contract Price	
						Add	Deduct

AIA® Document G707™ – 1994

Consent Of Surety to Final Payment

Bond No 800179496

PROJECT: *(Name and address)*
2024 Chip Seal Program

ARCHITECT'S PROJECT NUMBER:

CONTRACT FOR:

CONTRACT DATED:

OWNER: ☐
ARCHITECT: ☐
CONTRACTOR: ☐
SURETY: ☒
OTHER: ☐

TO OWNER: *(Name and address)*
City of Novi
26300 Lee BeGole Drive
Novi, MI 48375

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)
Atlantic Specialty Insurance Company
605 Highway 169 North, Suite 800
Plymouth, MN 55441
, SURETY,
on bond of
(Insert name and address of Contractor)
Highway Maintenance and Construction Company
12101 Wahrman St
Romulus, MI 48174-0411
, CONTRACTOR,
hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to
(Insert name and address of Owner)
City of Novi
26300 Lee BeGole Drive
Novi, MI 48375
, OWNER,
as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: **11/18/2025**
(Insert in writing the month followed by the numeric date and year.)

Atlantic Specialty Insurance Company
(Surety)

(Signature of authorized representative)

Susan L Small, Attorney-in-Fact
(Printed name and title)

Attest:
(Seal):

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User Notes:
(3B9ADA60)

intact INSURANCE

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: **Ian J. Donald, John L. Budde, Patrick E. Williams, Steven K. Brandon, Susan L. Small, T. J. Griffin, Terence J. Griffin,** each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: **unlimited** and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.

This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this first day of January, 2023.

ATLANTIC SPECIALTY INSURANCE COMPANY CORPORATE SEAL 1986 NEW YORK

By _____
Sarah A. Kolar, Vice President and General Counsel

STATE OF MINNESOTA
HENNEPIN COUNTY

On this first day of January, 2023, before me personally came Sarah A. Kolar, Vice President and General Counsel of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and she acknowledged the execution of the same, and being by me duly sworn, that she is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.

ALISON D. NASH-TROUT
NOTARY PUBLIC - MINNESOTA
My Commission Expires
January 31, 2030

_____
Notary Public

I, the undersigned, Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 18th day of November, 2025.

ATLANTIC SPECIALTY INSURANCE COMPANY CORPORATE SEAL 1986 NEW YORK

_____
Kara L.B. Barrow, Secretary

This Power of Attorney expires
January 31, 2030

Please direct bond verifications to surety@intactinsurance.com

CONTRACTORS SWORN STATEMENT

The general contractor must execute this Sworn Statement. Prior to execution, the general contractor shall on Schedule B of this Sworn Statement list the names of all persons, firms, or corporations engaged by the General Contractor to furnish services, equipment, labor and/or materials in connection with the work performed on the premises including the type of work materials furnished by each.

The examining attorney shall verify that every person or firm listed in Schedule B has properly executed appropriate waivers of lien prior to issuance of any final payments.

STATE OF MICHIGAN

COUNTY OF Wayne

The undersigned, being duly sworn, on oath deposes and says that (s)he is the

President / Owner (Title) of the Highway Maintenance and Construction Company (Firm Name),

the contractor employed by the City of Novi to furnish labor and materials for the

2024 CPM- Chip Seal
(Description of Improvement)

located at: City of Novi

The total amount of the contract is 668,024.38 of which I have received payment of 630,034.34 prior to this payment; that the persons, firms, and corporations engaged by the undersigned to have furnished services, equipment, labor and/or materials in the construction or repair of the improvements on the premises; that the dollar amount set opposite each such person, firm, or corporation on account of labor, services, equipment, and/or materials furnished with reqpect to said premises; that as of this date, all work to be performed with respect to said premises by the undersigned or any suppliers or subcontractors of the undersigned or any persons, firms, or corporations named in the Schedule B of this Sworn Statement, has been fully accepted by the owner and completed according to the plans and specifications.

The undersigned further states that all material (except as disclosed on said Schedule B) has been or will be furnished from his/her own stock and has been paid for in full; that there are no other contracts or subcontracts for said work outstanding, and that there is nothing due or to become due to any person for services, equipment, material, labor, or any other work done or to be done in connections with said work other than the stated on Schedule B. There are no chattel mortgages, personal property leases, conditional sale contracts or any other agreements given are now outstanding as to nay fixtures, equipment, appliances or materials placed upon or installed in or upon the aforementioned premises or improvements thereon. All waivers are true, correct, and genuine and are delivered unconditionally. Furthermore, there is no claim, either legal or equitable; to defeat the validity of said waivers.

Signed this 1st day of December, 20 25

Name: Highway Maintenance and Construction Company
(individual/corporation/partnership)

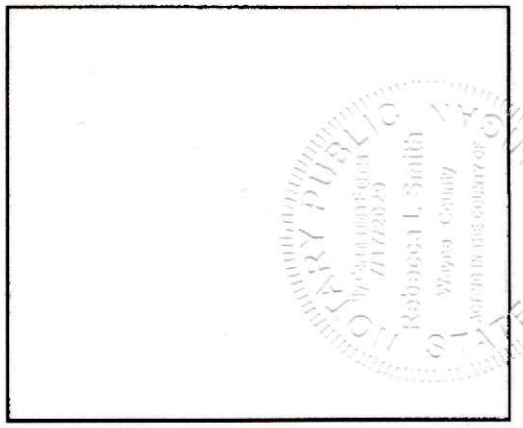
By: _____ (Title) PRESIDENT Attest: Rebecca L Smith (Title) Notary

Subscribed and sworn to before me this 1st day of December, 20 2025

Notary Public Rebecca L Smith

Rebecca L Smith
Notary Public State of Michigan
Wayne County
My Commission Expires 7/17/2029
Acting in the County of Wayne

NOTARY SEAL



SCHEDULE B - CONTRACTORS SWORN STATEMENT

Name of Subcontracting Firm	Type of Labor & Material Furnished	Amount of Contract	Amount Previously Paid to Date	Amount of Current Request	Accumulative Retainage to Date	Balance Due
T & M Asphalt Paving Inc.	4" HMA / grad / landscaping	$13,190.00	$13,190.00	$0.00	0.0%	$0.00
McMann Striping Co, Inc.	Stop Bars	$1,980.00	$1,980.00	$0.00	0.0%	$0.00
Progressive Sweeping Contractors, Inc.	Sweeping	$11,160.49	$11,160.49	$0.00	0.0%	$0.00
Finishing Touch Photo & Video	Video	$12,500.00	$12,500.00	$0.00	0.0%	$0.00
Hutch Paving, Inc	Mill / Saw cut / hot mix overlay	$133,631.10	$133,631.10	$0.00	0.0%	$0.00
					#DIV/0!	$0.00
					#DIV/0!	$0.00
					#DIV/0!	$0.00
					#DIV/0!	$0.00
					#DIV/0!	$0.00
TOTALS		**$172,461.59**	**$172,461.59**	**$0.00**		**$0.00**

RECAPITULATION

Amount of Original Contract:	$735,600.01	Work Completed to Date:	
Plus: Extras to Contract:	$24,201.00	Less: Total Retainage:	
Total: Contract plus Extras:	$759,801.01	Less: Amount Previously Paid:	$0.00
Less: Credits to Contract:	$91,776.63	Less: Amount of this Request:	
Total: Adjusted Contract:	**$668,024.38**	**Total Balance Due:**	**$668,024.38**

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with Highway Maintenance and Construction Company (Prime Contracting Party) to provide Ex & Install 4" HMA / adj grade / restore landscaping (Type of service) for the improvement of the property described as 2024 CPM - Chip Seal (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1. Total invoiced amount (as adjusted to date):	$	13190.00
2. Amount paid pursuant to previous waivers:	$	0.00
3. Amount paid pursuant to this waiver:	$	13190.00
4. Amount remaining unpaid:	$	0.00

Signed on: 11/21/2025

(Signature of Lien Claimant)

T & M Asphalt Paving Inc.
(Printed Name of Lien Claimant)

Ronald Tucker II, Controller
(Title of Lien Claimant)

Company Name: T & M Asphalt Paving Inc.

Address: 4755 Old Plank Road

City/State/Zip Code: Milford, Mi 48381

Telephone: 248.684.2300

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with Highway Maintenance and Construction Company (Prime Contracting Party) to provide Stop Bars (Type of service) for the improvement of the property described as 2024 CPM - Chip Seal (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1. Total invoiced amount (as adjusted to date):	$	1980.00
2. Amount paid pursuant to previous waivers:	$	0.00
3. Amount paid pursuant to this waiver:	$	1980.00
4. Amount remaining unpaid:	$	0.00

Signed on: 11/19/25

(Signature of Lien Claimant)

McMann Striping Company, Incorporated
(Printed Name of Lien Claimant)

Donald G. McMann II President
(Title of Lien Claimant)

Company Name: McMann Striping Company, Incorporated

Address: 13983 Crosley

City/State/Zip Code: Redford, MI 48239

Telephone: 313.532.1800

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

cityofnovi.org

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with Highway Maintenance and Construction Company (Prime Contracting Party) to provide Sweeping (Type of service) for the improvement of the property described as 2024 CPM - Chip Seal (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1.	Total invoiced amount (as adjusted to date):	$ 11160.49
2.	Amount paid pursuant to previous waivers:	$ 0.00
3.	Amount paid pursuant to this waiver:	$ 11160.49
4.	Amount remaining unpaid:	$ 0.00

Signed on: 11/18/2025

Stacy Sowders
(Signature of Lien Claimant)

Progressive Sweeping Contractors, Inc.
(Printed Name of Lien Claimant)

Accounts Receivable
(Title of Lien Claimant)

Company Name: Progressive Sweeping Contractors, Inc.

Address: 5202 Enterprise Blvd, Ste B

City/State/Zip Code: Toledo, Ohio 43612

Telephone: 419.464.0130

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

25125

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with Highway Maintenance and Construction Company (Prime Contracting Party) to provide Video (Type of service) for the improvement of the property described as 2024 CPM - Chip Seal (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1.	Total invoiced amount (as adjusted to date):	$ 12500.00
2.	Amount paid pursuant to previous waivers:	$ 0.00
3.	Amount paid pursuant to this waiver:	$ 12500.00
4.	Amount remaining unpaid:	$ 0.00

Signed on: 11/18/25

Cynthia Stirling Hurley

Digitally signed by Cynthia Stirling Hurley
Date: 2025.11.18 13:54:33 -05'00'

(Signature of Lien Claimant)

Finishing Touch Photo & Video
(Printed Name of Lien Claimant)

President
(Title of Lien Claimant)

Company Name: Finishing Touch Photo & Video

Address: 25095 25 Mile Road

City/State/Zip Code: Chesterfield, MI 48051

Telephone: 586.749.3340

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with Highway Maintenance & Construction (Prime Contracting Party) to provide Mill,Saw cut and hot mix overlay (Type of service) for the improvement of the property described as 2024 CPM- Chipseal (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1.	Total invoiced amount (as adjusted to date):	$ 133631.10
2.	Amount paid pursuant to previous waivers:	$
3.	Amount paid pursuant to this waiver:	$ 133631.10
4.	Amount remaining unpaid:	$ 0.00

Signed on: 11/25/2025

Priyanka Das
(Signature of Lien Claimant)

Hutch Paving
(Printed Name of Lien Claimant)

Accounting Specialist
(Title of Lien Claimant)

Company Name: Hutch Paving, Inc

Address: 3000 E. 10 Mile Rd

City/State/Zip Code: Warren, MI 48091

Telephone: (586) 427-7283

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with **City of Novi** (Prime Contracting Party) to provide **Chipseal, Fogseal and Spray Patch Repairs** (Type of service) for the improvement of the property described as **2024 CPM- Chipsal** (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1.	Total invoiced amount (as adjusted to date):	$ 668024.38
2.	Amount paid pursuant to previous waivers:	$ 630034.34
3.	Amount paid pursuant to this waiver:	$ 630034.34
4.	Amount remaining unpaid:	$ 37990.04

Signed on: **11/11/2025**

Jeffrey Demek Digitally signed by Jeffrey Demek Date: 2025.11.11 07:18:42 -05'00'

(Signature of Lien Claimant)

Jeffrey D Demek

(Printed Name of Lien Claimant)

President

(Title of Lien Claimant)

Company Name: **Highway Maintenance & Construction**

Address: **P.O. Box 74411**

City/State/Zip Code: **Romulus, MI 48174-0411**

Telephone: **734-941-8885**

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Adoption of a resolution amending a contract with the Michigan Department of Transportation (MDOT) for the reconstruction and widening of Beck Road between 11 Mile Road and Grand River Avenue.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- MDOT requires the City to agree to a cost participation agreement for projects receiving federal funds.
- The previously approved contract was based on the construction estimate, while the amended contract is based on the awarded bid and corrected for non-participating items.
- Net change between the previously approved estimate and awarded bid is an increase of $796.
- This sets the maximum amount of federal funds to receive for the project at $3,597,427.48

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	**$ 899,555.87 Previously Approved** **$ 796.00 Increase based on bid** **$ 900,351.87 New Cost Share Amount**
BUDGET **Major Street Fund 202-449.20-975.226**	 **$ 3,809,718**
APPROPRIATION REQUIRED	**$ 0**

FUND BALANCE IMPACT	**$ 0**

BACKGROUND INFORMATION:

The City is receiving federal funding for the reconstruction and widening of Beck Road between 11 Mile Road and Grand River Avenue, with the project being administered by the Michigan Department of Transportation (MDOT). Due to a discrepancy in the federal share related to $995 of non-participating items, MDOT amended the contract to state the accurate federal and local share based on the awarded low bid. MDOT's bid letting for the project was on November 7, 2025. The as-read low bid for the project was $4,497,779, with the funds broken down as follows:

$ 4,497,779.35 Construction Bid
$ 3,597,427.48 Less Federal Funds
$ 900,351.87 City's Estimated Responsibility of the Construction Award

The City Attorney reviewed the amended contract and resolution favorably (Beth Saarela, January 19, 2026). Construction will begin this March.

RECOMMENDED ACTION: Adoption of a resolution amending a contract with the Michigan Department of Transportation (MDOT) for the reconstruction and widening of Beck Road between 11 Mile Road and Grand River Avenue.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION
MDOT CONTRACT 25-5693 (AMENDMENT TO CONTRACT 25-5496)
MDOT COST PARTICIPATION AGREEMENT
BECK ROAD, 11 MILE ROAD TO GRAND RIVER AVENUE

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on _____, _____, at ____o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers_____

ABSENT: Councilmembers_____

The following preamble and Resolution were offered by Councilmember _____and supported by Councilmember _____.

WHEREAS; the City of Novi was awarded federal funding through the Michigan Department of Transportation (MDOT) under the Surface Transportation Program (STP) in the amount of $3,597,427.48 for reconstruction and widening of Beck Road from 11 Mile Road to Grand River Avenue; and

WHEREAS; the City of Novi's cost participation amount is estimated to be $900,351.87 of the total estimated project cost of $4,497,779.35; and

WHEREAS; MDOT administers all projects that receive federal funds on behalf of the local agency; and

WHEREAS; the Mayor and the City Clerk are authorized to execute the approved Cost Participation Contracts, on behalf of the City, as expressly authorized, directed and instructed by the Council.

NOW THEREFORE, IT IS THEREFORE RESOLVED that Mayor and Council of the City of Novi hereby support and authorize participation in MDOT Contract No. 25-5693 (amendment to contract 25-5496) by and between the Michigan Department of Transportation and the City of Novi.

And approve MDOT Contract Number 25-5693 (amendment to contract 25-5496)

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

_____
Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this _____ day of _____, 2026, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

_____
Cortney Hanson, City Clerk
City of Novi

ELIZABETH KUDLA SAARELA
esaarela@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
rsjalaw.com

ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

January 19, 2026

Rebecca Runkel, Project Engineer
City of Novi
Field Services Complex
26300 Lee BeGole Drive
Novi, MI 48375

Re: MDOT Cost Participation Agreement and Resolution- Amendment to Contract No. 25-5496

Dear Ms. Runkel:

We have received and reviewed Contract No. 25-5693, which is an Amendment to Contract 25-5496, and corresponding Resolution adopting Contract Amendment No. 25-5693 for the Beck Road, 11 Mile Road to Grand River Avenue Reconstruction Project prepared by the Michigan Department of Transportation (MDOT) for the purpose of reallocating the cost of $995 worth of non-participating costs to the City. The remaining terms of the Agreement remain unchanged.

Subject to Engineering review and approval of the cost breakdown of the project, we see no legal impediment to entering into the Amendment to Cost Sharing Agreement.

The Resolution provided is for the purpose of City Council approving the Contract and authorizing City signatures.

Please feel free to contact me with any questions or concerns in regard to this matter.

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC

Elizabeth Kudla Saarela

EKS
Enclosure
C: Cortney Hanson, Clerk (w/Enclosure)

Megan Mikus, Deputy DPW Director (w/Enclosure)
Ben Croy, City Engineer (w/Enclosure)
Thomas R. Schultz, Esquire (w/Enclosure)

AMENDMENT TO CONTRACT 25-5496

DA

Control Section	EAR 63000
Job Number	219309CON
Project	25A1093
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	25-5693

THIS AMENDATORY CONTRACT is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF NOVI, a Michigan municipal corporation, hereinafter referred to as the “REQUESTING PARTY”; for the purpose of fixing the rights and obligations of the parties in agreeing to this Amendment to CONTRACT #25-5496.

WITNESSETH:

WHEREAS, the parties to the Amendment have heretofore, by a Contract dated December 5, 2025, hereinafter referred to as "CONTRACT 25-5496" provided for the construction and financing of that which is hereinafter referred to as the "PROJECT" and is described as follows:

PART A – FEDERAL PARTICIPATION
Concrete reconstruction and widening from 3 to 5 lanes, storm sewer, drainage improvements, concrete curb and gutter, curb ramps and traffic signals along Beck Road from 11 Mile Road to Grand River Avenue, including earthwork, aggregate base, riprap, countdown pedestrian signals, pedestrian pushbuttons, video traffic detection system, permanent signing and pavement markings; and all together with necessary related work.

PART B – NO FEDERAL PARTICIPATION
Pre-construction audio-visual recording along the limits as described in PART A; and all together with necessary related work.

WHEREAS, the DEPARTMENT and the REQUESTING PARTY having appropriate authority desire to amend CONTRACT 25-5496 to provide for the change in available Federal funds in the estimated PROJECT COST.

NOW, THEREFORE, it is hereby agreed by and between the parties hereto that:

1. Section 5. of CONTRACT 25-5496 is revised to read as follows:

5. The PROJECT COST shall be met in accordance with the following:

PART A
Federal EARMARK Funds shall be applied to the eligible items of the PART A portion of the PROJECT COST up to the lesser of: (1) $3,597,587.48 or (2) an amount such that 80 percent, the normal Federal participation ratio for such funds, for the PART A portion of the PROJECT is not exceeded at the time of the award of the construction contract. The balance of the PART A portion of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

PART B
The PART B portion of the PROJECT COST is not eligible for Federal participation and shall be charged to and paid 100 percent by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds will be the sole responsibility of the REQUESTING PARTY.

2. EXHIBIT I of CONTRACT 25-5496 is superseded by EXHIBIT I REVISED, dated December 19, 2025, attached hereto and made a part hereof. Any references to EXHIBIT I in CONTRACT 25-5496 shall be construed to mean EXHIBIT I REVISED.

3. Except as amended by the provisions herein, all of the provisions, covenants, and obligations of the parties contained in CONTRACT 25-5496 shall remain in full force and effect.

4. The REQUESTING PARTY waives any and all claims it has or may have against the DEPARTMENT which arise out of the need to amend CONTRACT 25-5496.

5. This Amendatory contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto; upon the adoption of the necessary resolution approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF NOVI

By_____
Title:

By_____
Title:

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By_____
for Department Director MDOT

REVIEWED
By Bruce Kadzban at 1:29 pm, 1/9/26

2/4/87 amend.for 12/19/25

December 19, 2025

EXHIBIT I REVISED

CONTROL SECTION	EAR 63000
JOB NUMBER	219309CON
PROJECT	25A1093

ESTIMATED COST

CONTRACTED WORK

	PART A	PART B	TOTAL
Estimated Cost	$4,496,784.35	$ 995.00	$4,497,779.35

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	$4,496,784.35	$ 995.00	$4,497,779.35
Less Federal Funds*	$3,597,427.48	$ 0.00	$3,597,427.48
BALANCE (REQUESTING PARTY'S SHARE)	$ 899,356.87	$ 995.00	$ 900,351.87

*Federal Funds for the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION
MDOT CONTRACT 25-5693 (AMENDMENT TO CONTRACT 25-5496)
MDOT COST PARTICIPATION AGREEMENT
BECK ROAD, 11 MILE ROAD TO GRAND RIVER AVENUE

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on _____, _____, at ____o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers_____

ABSENT: Councilmembers_____

The following preamble and Resolution were offered by Councilmember _____and supported by Councilmember _____.

WHEREAS; the City of Novi was awarded federal funding through the Michigan Department of Transportation (MDOT) under the Surface Transportation Program (STP) in the amount of $3,597,427.48 for reconstruction and widening of Beck Road from 11 Mile Road to Grand River Avenue; and

WHEREAS; the City of Novi's cost participation amount is estimated to be $900,351.87 of the total estimated project cost of $4,497,779.35; and

WHEREAS; MDOT administers all projects that receive federal funds on behalf of the local agency; and

WHEREAS; the Mayor and the City Clerk are authorized to execute the approved Cost Participation Contracts, on behalf of the City, as expressly authorized, directed and instructed by the Council.

NOW THEREFORE, IT IS THEREFORE RESOLVED that Mayor and Council of the City of Novi hereby support and authorize participation in MDOT Contract No. 25-5693 (amendment to contract 25-5496) by and between the Michigan Department of Transportation and the City of Novi.

And approve MDOT Contract Number 25-5693 (amendment to contract 25-5496)

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

_____
Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this _____ day of _____, 2026, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

_____
Cortney Hanson, City Clerk
City of Novi

AMENDMENT TO CONTRACT 25-5496

DA

Control Section	EAR 63000
Job Number	219309CON
Project	25A1093
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	25-5693

THIS AMENDATORY CONTRACT is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF NOVI, a Michigan municipal corporation, hereinafter referred to as the “REQUESTING PARTY”; for the purpose of fixing the rights and obligations of the parties in agreeing to this Amendment to CONTRACT #25-5496.

WITNESSETH:

WHEREAS, the parties to the Amendment have heretofore, by a Contract dated December 5, 2025, hereinafter referred to as "CONTRACT 25-5496" provided for the construction and financing of that which is hereinafter referred to as the "PROJECT" and is described as follows:

PART A – FEDERAL PARTICIPATION
Concrete reconstruction and widening from 3 to 5 lanes, storm sewer, drainage improvements, concrete curb and gutter, curb ramps and traffic signals along Beck Road from 11 Mile Road to Grand River Avenue, including earthwork, aggregate base, riprap, countdown pedestrian signals, pedestrian pushbuttons, video traffic detection system, permanent signing and pavement markings; and all together with necessary related work.

PART B – NO FEDERAL PARTICIPATION
Pre-construction audio-visual recording along the limits as described in PART A; and all together with necessary related work.

WHEREAS, the DEPARTMENT and the REQUESTING PARTY having appropriate authority desire to amend CONTRACT 25-5496 to provide for the change in available Federal funds in the estimated PROJECT COST.

NOW, THEREFORE, it is hereby agreed by and between the parties hereto that:

1. Section 5. of CONTRACT 25-5496 is revised to read as follows:

5. The PROJECT COST shall be met in accordance with the following:

PART A
Federal EARMARK Funds shall be applied to the eligible items of the PART A portion of the PROJECT COST up to the lesser of: (1) $3,597,587.48 or (2) an amount such that 80 percent, the normal Federal participation ratio for such funds, for the PART A portion of the PROJECT is not exceeded at the time of the award of the construction contract. The balance of the PART A portion of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

PART B
The PART B portion of the PROJECT COST is not eligible for Federal participation and shall be charged to and paid 100 percent by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds will be the sole responsibility of the REQUESTING PARTY.

2. EXHIBIT I of CONTRACT 25-5496 is superseded by EXHIBIT I REVISED, dated December 19, 2025, attached hereto and made a part hereof. Any references to EXHIBIT I in CONTRACT 25-5496 shall be construed to mean EXHIBIT I REVISED.

3. Except as amended by the provisions herein, all of the provisions, covenants, and obligations of the parties contained in CONTRACT 25-5496 shall remain in full force and effect.

4. The REQUESTING PARTY waives any and all claims it has or may have against the DEPARTMENT which arise out of the need to amend CONTRACT 25-5496.

5. This Amendatory contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto; upon the adoption of the necessary resolution approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF NOVI

By_____
Title:

By_____
Title:

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By_____
for Department Director MDOT

REVIEWED
By Bruce Kadzban at 1:29 pm, 1/9/26

2/4/87 amend.for 12/19/25

December 19, 2025

EXHIBIT I REVISED

CONTROL SECTION	EAR 63000
JOB NUMBER	219309CON
PROJECT	25A1093

ESTIMATED COST

CONTRACTED WORK

	PART A	PART B	TOTAL
Estimated Cost	$4,496,784.35	$ 995.00	$4,497,779.35

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	$4,496,784.35	$ 995.00	$4,497,779.35
Less Federal Funds*	$3,597,427.48	$ 0.00	$3,597,427.48
BALANCE (REQUESTING PARTY'S SHARE)	$ 899,356.87	$ 995.00	$ 900,351.87

*Federal Funds for the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Acceptance of a warranty deed from the property owner of the subject parcel (parcel 50-22-16-300-055) for the reconstruction and widening of Beck Road between 11 Mile Road and Grand River Avenue, in the amount of $16,907.00.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- A warranty deed is needed for the property to complete the planned Beck Road Reconstruction and Widening project, and to meet site plan requirements for the proposed Central Park South development
- The City must follow MDOT real estate guidelines on projects receiving federal funds.

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	**$ 16,907.00**
BUDGET **Major Street Fund 202-449.20-975.226**	**$ 2,638,337.00**
APPROPRIATION REQUIRED	**$ 0**
FUND BALANCE IMPACT	**$ 0**

BACKGROUND INFORMATION:

Beck Road reconstruction and widening between 11 Mile Road and Grand River Avenue is planned to start construction in spring of 2026. For the parcel located on the east side of Beck Road between Grand River Avenue and Eleven Mile Road (parcel 50-22-16-151-012), limited public right-of-way exists. To make the proposed improvements to the road, additional right-of-way is needed. Since the road project is receiving federal funding, staff followed MDOT's real estate guidance for easement acquisition. This included a Good Faith Offer based on an appraisal of the requested

easement areas and an appraisal review. Initially, an 8-ft permanent highway easement and 10-ft temporary grading easement were requested for the road project. However, since the full 60-foot right-of-way will be required as part of the site plan review, the owner agreed to convey the full 60-ft right-of-way to the City at this time to avoid having to revise the easement later. The just compensation for the easement area, stated below, was negotiated by the property owner and is based on the market value of the 8-ft highway easement and 10-ft temporary grading easement.

Warranty Deed -	$16,907.00
Total Just Compensation	$16,907.00

Nobe Property Group II, LLC, the owner of the subject parcel, has agreed to the Good Faith Offer of $16,907.00 for the easement. The City Attorney reviewed the signed easement favorably (Beth Saarela, January 8, 2026).

RECOMMENDED ACTION: Acceptance of a warranty deed from the property owner of the subject parcel (parcel 50-22-16-300-055) for the reconstruction and widening of Beck Road between 11 Mile Road and Grand River Avenue, in the amount of $16,907.00.

Beck Road Warranty Deed

Location Map

City of Novi, MI, Oakland County, Michigan, SEMCOG, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, FPA, USDA, Copyright nearmap 2015

CITY OF NOVI
cityofnovi.org

Legend

- Dedicated
- Prescriptive
- Proposed Right-of-Way
- Subject Parcel

N

Feet

0 55 110 220

Map Author: Humna Anjum
Map Print Date: 1/9/2026

ELIZABETH KUDLA SAARELA
esaarela@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
www.rsjalaw.com

ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

January 8, 2026

Rebecca Runkel, Project Engineer
City of Novi
Field Services Complex
26300 Lee BeGole Drive
Novi, MI 48375

RE: Beck Road Reconstruction – Project Easements
Tax Parcel No.: 22-16-300-055

Dear Ms. Runkel:

We have received and reviewed the following Warranty Deed that the City has acquired for the Beck Road Reconstruction Project:

- Warranty Deed Tax Parcel No.: 22-16-300-055 ($16,907)

The City obtained an appraisal for the easements over these parcel. The property owner accepted the offer of just compensation in the total amount of $16,907 for the Warranty Deed. Additional Right-of-Way was conveyed in connection with the Development of parcel 22-16-300-055. The Warranty Deed is in the City's standard format for right-of-wat conveyance.

The Warranty Deed may be placed on an upcoming City Council Agenda for acceptance. Once accepted, the Warranty Deed should be recorded by the City Clerk's Office with the Oakland County Register of Deeds in the usual manner. It is our understanding that the City's Engineering Division has the original document for recording.

Please feel free to contact me with any questions or concerns in regard to this matter.

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC

Elizabeth Kudla Saarela

EKS
Enclosures
C: Cortney Hanson, Clerk
Ben Croy, City Engineer
Humna Anjum, Project Engineer
Thomas R. Schultz, Esquire

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, that Nobe Property Group II LLC, a limited liability corporation, whose address is 46100 Grand River Avenue, Novi, MI 48374 conveys and warrants to City of Novi, a Michigan Municipal Corporation, whose address is 45175 West Ten Mile Road, Novi, Michigan 48375, the following described premises situated in the City of Novi for right-of-way purposes, County of Oakland, State of Michigan, to wit:

See attached Exhibit "A" attached hereto and made a part hereof.

Together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining, for the sum of Sixteen thousand Nine Hundred and Seven and 00/100 Dollars ($16,907.00).

THE PROPERTY CONVEYED BY THIS DEED MAY BE LOCATED WITHIN THE VICINITY OF FARM LAND OR A FARM OPERATION. GENERALLY ACCEPTED AGRICULTURAL AND MANAGEMENT PRACTICES WHICH MAY GENERATE NOISE, DUST, ODORS, AND OTHER ASSOCIATED CONDITIONS MAY BE USED AND ARE PROTECTED BY THE MICHIGAN RIGHT TO FARM ACT.

Dated this 18th day of November, 2025.

Signed by:

Nobe Property Group II, LLC, a limited liability corporation,

By: _____
Its Blair Bowman
Co-Mgr

STATE OF MICHIGAN)
) SS
COUNTY OF Oakland)

The foregoing instrument was acknowledged before me this 18th day of November, 2025 by Blair Bowman ~~Susan Moore~~ ~~Jr.~~, the co-manager of Nobe Property Group II LLC, a Michigan nonprofit corporation.

Susan Moore
Notary Public State of Michigan
Oakland County
My Commission Expires 7/17/2031
Acting in the County of Oakland

Susan Moore
Notary Public
Oakland County, Michigan
My Commission Expires:
7/17/2031

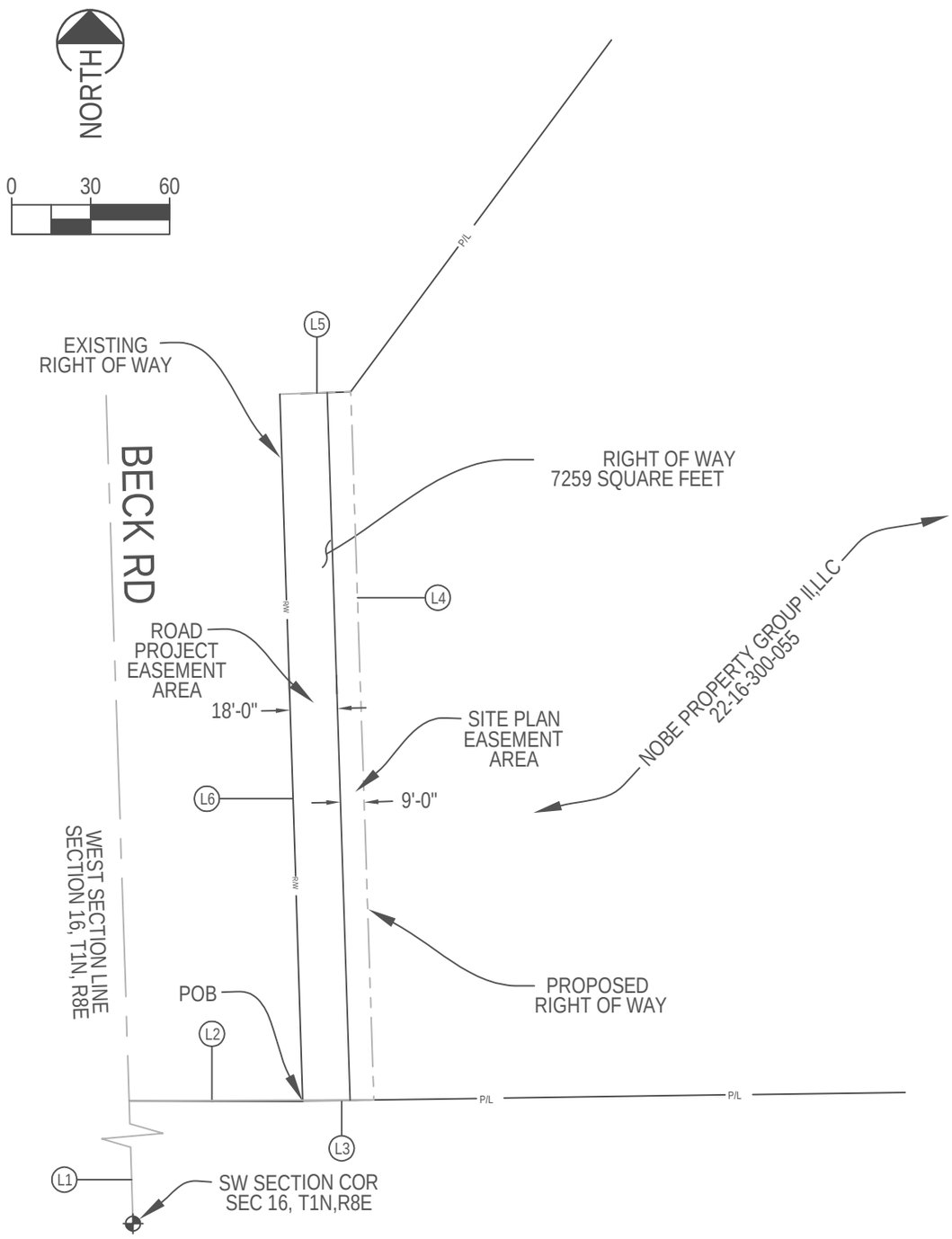
When Recorded Return to:	Send Subsequent Tax Bills to:	Drafted by:
Cortney Hanson, Clerk City of Novi 45175 Ten Mile Road Novi, MI 48375-3024	City of Novi 45175 West Ten Mile Road Novi, Michigan 48375	Elizabeth K. Saarela 27555 Executive Drive, Suite 250 Farmington Hills, Michigan 48331

Part of Tax Parcel No 50-22-16-300-055

Job No. _____ Recording Fee _____ Transfer Tax _____

RIGHT OF WAY

PART OF SECTION 16, T1N-R8E, CITY OF NOVI,
OAKLAND COUNTY, MICHIGAN



RIGHT OF WAY LEGAL DESCRIPTION

A PORTION OF LAND SITUATED IN SECTION 16, T1N, R8E, CITY OF NOVI, COUNTY OF OAKLAND AND STATE OF MICHIGAN MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING FROM THE SOUTH WEST SECTION CORNER N01°52'21"W, A DISTANCE OF 1026.00 FEET; THENCE N90°00'00"E, A DISTANCE OF 33.00 FEET TO THE POINT OF BEGINNING; THENCE N88°49'48"E, A DISTANCE OF 27.00 FEET; THENCE N01°52'21"W, A DISTANCE OF 269.00 FEET; THENCE S88°07'35"W, A DISTANCE OF 27.00 FEET; THENCE S01°52'21"W, A DISTANCE OF 268.70 FEET TO THE POINT OF BEGINNING CONTAINING 7259 SQUARE FEET MORE OR LESS.

LINE TABLE		
LINE #	DIRECTION	DISTANCE
L1	N01°52'21"W	1026.00'
L2	N90°00'00"E	33.00'
L3	N88°49'48"E	27.00'
L4	N01°52'21"W	269.00'
L5	S88°07'35"W	27.00'
L6	S01°52'21"E	268.70'

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AECOM

SURVEY FOR:
CITY OF NOVI
DATE: 12/03/2025
JOB NO. : 60694162
DRAWN: TAS
CHECKED BY: TWR

NOBE PROPERTY
GROUP II, LLC
22-16-300-055
NOVI, MI

LEGEND

- P/L — PROPERTY LINE
- R/W — EXIST RIGHT OF WAY LINE
- PROPOSED RIGHT OF WAY LINE
- SECTION LINE
- SECTION CORNER

STATE OF MICHIGAN
THOMAS WM. ROBERTS JR.
PROFESSIONAL SURVEYOR
No. 58193
LICENSED PROFESSIONAL SURVEYOR

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Approval of the final payment to Brencal Contractors, Inc. for the DPW Salt Dome Replacement project, in the amount of $61,843.00, plus interest earned on retainage.

SUBMITTING DEPARTMENT: Department of Public Services, Engineering Division

KEY HIGHLIGHTS:

- Existing 82-foot diameter dome was demolished and rebuilt
- 12-inch stone base and 12-inch-thick asphalt base installed
- New, prefabricated 82-foot diameter dome erected on 10-foot-high walls
- Installation of a 36' by 36' pit and stainless-steel conveyor
- Salt storage capacity tripled

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	**$ 61,842.84 Retainage**
BUDGET **Drain Fund 211-000.00-211.325**	**$ 61,842.84**
APPROPRIATION REQUIRED	**$0**
FUND BALANCE IMPACT	**$0**

BACKGROUND INFORMATION:

The existing salt dome at the Department of Public Works was built in the 1980s and had reached the end of its service life. The corrosive conditions have deteriorated the existing concrete base walls and structural elements (metal fasteners, shingles, and wood) of the canopy. Given the age and condition of the structure, it was recommended a new 82-foot diameter dome, mounted to a 10-foot-high wall, be

installed. Staff recommended adding a pit and stainless-steel conveyor system to the salt storage site. A conveyor system reduces the chance of the structure being struck or damaged as the delivered salt is dumped into the pit and carried into the dome by a conveyor instead of having trucks or loaders enter the dome. Additionally, a conveyor allows the dome to be fully utilized to store material; therefore, limiting the number of deliveries by suppliers. With the walls at 10-foot instead of 4-foot, the amount of salt material stored in the dome nearly triple.

The construction contract was awarded at the November 12, 2024, City Council meeting to Brencal Contractors, Inc., in the amount of $1,283,556.55. Staff worked with the engineering consultant for this project, AECOM-Great Lakes, to review and verify the final contract payment amount of $61,842.83 that is due to the contractor. The City Attorney reviewed the final documentation and found it to be in an acceptable form (Beth Saarela, December 30, 2025).

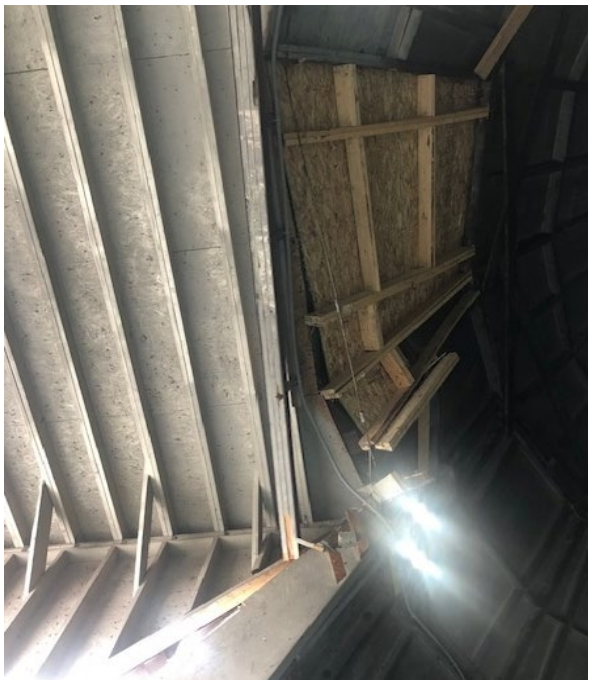
There were two (2) approved change orders issued, resulting in an overall decrease of $46,699.77 or 3.6% under the awarded amount. The approved change orders resulted in a final contract price of $1,236,856.78 for the contract.

RECOMMENDED ACTION: Approval of the final payment to Brencal Contractors, Inc., for the DPW Salt Dome Replacement project, in the amount of $61,842.84, plus interest earned on retainage.

New Salt and Aggregate Bins
New Salt Conveyor & Hopper System
Remove/Replace 82' diameter Salt Dome
Mon Oct 7 2024
Imagery © 2024 Nearmap, HERE
50 ft
Nearmap

Department Of Public Works Existing Salt Storage Dome

Current Dome Structure



Pannel Damage and Temporary Repair

Damaged Framework and Entrance

Entryway Separation

Entryway Damage

DPW SALT DOME REPLACEMENT – POST CONSTRUCTION PICTURES

New, overall view of the salt dome, conveyor, and concrete storage bins

Interior view of the new concrete walls, conveyor, and roofing panels

View of the concrete walls after applying a corrosion resistant liner

ELIZABETH KUDLA SAARELA
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ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

December 30, 2025

Aaron Staup, Construction Engineer
City of Novi
Department of Public Works
Field Services Complex
26300 Lee BeGole Drive
Novi, MI 48375

Re: *Salt Dome Reconstruction – Brencal Contractors, Inc.* - Closing Documents

Dear Mr. Staup:

We have received and reviewed closing documents for the Salt Dome Reconstruction Project:

1. Application for Final Payment
2. Contractor's Sworn Statement
3. Waivers of Lien
4. Consent of Surety to Final Payment

The closing documents appear to be in order. The original Maintenance Bond is sufficient for the final contract price. Please feel free to contact me with any questions or concerns in regard to this matter.

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC

Elizabeth Kudla Saarela

EKS
Enclosure
C: Cortney Hanson, Clerk (w/Enclosure)
Ben Croy, City Engineer (w/Enclosure)
Megan Mikus, Deputy Director of Public Works (w/Enclosure)
Thomas R. Schultz, Esquire (w/Enclosure)

CITY OF NOVI

Balance Due This Payment = $ 61,842.83

PURCHASE ORDER NO.
97524

26300 Lee BeGole Dr.
Novi, Michigan 48375
Tel: (248) 347-0454
Fax: (248) 735-5659

APPLICATION FOR FINAL PAYMENT

PROJECT: DPW Salt Dome Reconstruction
NOVI PROJECT NO.: 24-8001
CIP NO.: FLD045
PAYMENT NO.: FINAL

OWNER: City of Novi, 45175 W. Ten Mile Road, Novi, Michigan 48375

ENGINEER: AECOM-Great Lakes, 39575 Lewis Drive, Suite 400, Novi, Michigan 48377, (248) 204-5900

CONTRACTOR: Brencal Contractors, Inc., 26079 Schoenherr Road, Warren, Michigan 48089, (586) 758-6000

CONTRACT AMOUNT
ORIGINAL: $1,283,556.55
REVISED: $1,236,856.78

FINAL COMPLETION DATES
ORIGINAL: August 15, 2025
REVISED:
ACTUAL:

DATES OF ESTIMATE
FROM: October 7, 2025
TO: October 22, 2025

SECTION 1. **COST OF COMPLETED WORK TO DATE**

Item No.	Base Bid - Salt Dome Reconstruction GL# 211-445.00-976.125 Description of Item	Unit	CONTRACT ITEMS (Original) Quantity	Cost/Unit	Total Amt	CONTRACT ITEMS (Revised) Quantity	Cost/Unit	Total Amt	THIS PERIOD Quantity	Amount	%	TOTAL TO DATE Quantity	Amount	%
0	Crew Days - Division 1	CD	0.00	$ 800.00		0.00	$ 800.00	$ -				0.00		
0	Crew Days - Division 2	CD	0.00	$ 800.00		0.00	$ 800.00	$ -				0.00		
0	Crew Days - Division 3	CD	0.00	$ 800.00		0.00	$ 800.00	$ -				0.00		
0	Crew Days - Division 4	CD	0.00	$ 800.00		0.00	$ 800.00	$ -				0.00		
0	Crew Days - Division 5	CD	0.00	$ 800.00		0.00	$ 800.00	$ -				0.00		
	TOTAL CREW DAYS		**0.00**	**$ 800.00**		**0.00**	**$ 800.00**	**$ -**	**0.00**			**0.00**		
1	Mobilization (10% Max)	LS	1.00	$ 127,000.00	$ 127,000.00	1.00	$ 127,000.00	$ 127,000.00				1.00	$ 127,000.00	100%
2	Pre-Construction Audio-Visual	LS	1.00	$ 2,810.83	$ 2,810.83	1.00	$ 2,810.83	$ 2,810.83				1.00	$ 2,810.83	100%
3	Erosion Control, Silt Fence	LF	200.00	$ 3.37	$ 674.00	395.00	$ 3.37	$ 1,331.15				395.00	$ 1,331.15	100%
4	Erosion Control, Inlet Protection	EA	4.00	$ 224.87	$ 899.48	2.00	$ 224.87	$ 449.74				2.00	$ 449.74	100%
5	Pavement, Removed, Modified	SY	388.00	$ 37.93	$ 14,716.84	344.80	$ 37.93	$ 13,078.26				344.80	$ 13,078.26	100%
6	HMA Surface, Remove, Modified	SY	341.00	$ 26.23	$ 8,944.43	341.00	$ 26.23	$ 8,944.43				341.00	$ 8,944.43	100%
7	Curb & Gutter, Remove, Modified	LF	89.00	$ 13.20	$ 1,174.80	81.50	$ 13.20	$ 1,075.80				81.50	$ 1,075.80	100%
8	Conc Pavt w/Integral Curb, N-R, 12"	SY	731.00	$ 117.62	$ 85,980.22	571.50	$ 117.62	$ 67,219.83				571.50	$ 67,219.83	100%
9	Agg Base, 21AA Limestone, 8-inch	SY	738.00	$ 19.15	$ 14,132.70	578.16	$ 19.15	$ 11,071.76				578.16	$ 11,071.76	100%
10	Concrete Spillway	LF	10.00	$ 53.97	$ 539.70	10.00	$ 53.97	$ 539.70				10.00	$ 539.70	100%
11	Rip-Rap, Plain	SY	8.00	$ 80.95	$ 647.60	20.00	$ 80.95	$ 1,619.00				20.00	$ 1,619.00	100%
12	Pipe Bollard	EA	2.00	$ 1,011.90	$ 2,023.80	2.00	$ 1,011.90	$ 2,023.80				2.00	$ 2,023.80	100%
13	Salt Dome, Remove	LS	1.00	$ 46,708.17	$ 46,708.17	1.00	$ 46,708.17	$ 46,708.17				1.00	$ 46,708.17	100%
14	Salt Dome, 82' Diameter w/10' Wall	LS	1.00	$ 529,094.44	$ 529,094.44	1.00	$ 529,094.44	$ 529,094.44				1.00	$ 529,094.44	100%
15	Conveyor System, Furnish & Install	LS	1.00	$ 239,595.38	$ 239,595.38	1.00	$ 239,595.38	$ 239,595.38				1.00	$ 239,595.38	100%
16	Conduit, Schedule 80 PVC, 2-inch	LF	300.00	$ 51.82	$ 15,546.00	300.00	$ 51.82	$ 15,546.00				300.00	$ 15,546.00	100%
17	Conduit, RGS, 1-1/4-inch	LF	100.00	$ 26.98	$ 2,698.00	100.00	$ 26.98	$ 2,698.00				100.00	$ 2,698.00	100%
18	DB Cable, in conduit, 600V, 1/C#8	LF	2025.00	$ 4.83	$ 9,780.75	2025.00	$ 4.83	$ 9,780.75				2025.00	$ 9,780.75	100%
19	Cable, Equip Grounding Wire, 1/C#8	LF	675.00	$ 3.13	$ 2,112.75	675.00	$ 3.13	$ 2,112.75				675.00	$ 2,112.75	100%
20	Combo Starter/N-F Disconnect Switch	EA	1.00	$ 6,790.97	$ 6,790.97	1.00	$ 6,790.97	$ 6,790.97				1.00	$ 6,790.97	100%
21	Fusible Disconnect Switch	EA	1.00	$ 5,216.91	$ 5,216.91	1.00	$ 5,216.91	$ 5,216.91				1.00	$ 5,216.91	100%
22	Conc, Grade 3500 (CIP Retain Walls)	CY	152.00	$ 440.83	$ 67,006.16	151.13	$ 440.83	$ 66,622.64				151.13	$ 66,622.64	100%
23	Reinf, Steel, Epoxy Coated	LB	14718.00	$ 1.47	$ 21,635.46	14718.00	$ 1.47	$ 21,635.46				14718.00	$ 21,635.46	100%
24	Excavation, Foundation	CY	950.00	$ 26.25	$ 24,937.50	365.95	$ 26.25	$ 9,606.19				365.95	$ 9,606.19	100%
	TOTAL THIS SHEET				$ 1,230,666.89			$ 1,192,571.96		$ -			$ 1,192,571.96	100%

CITY OF NOVI

26300 Lee BeGole Dr.
Novi, Michigan 48375
Tel: (248) 347-0454
Fax: (248) 735-5659

APPLICATION FOR FINAL PAYMENT

PROJECT: DPW Salt Dome Reconstruction
NOVI PROJECT NO.: 24-8001
CIP NO.: FLD045
PAYMENT NO.: FINAL

SECTION 1. **COST OF COMPLETED WORK TO DATE**

Item No.	Base Bid - Salt Dome Reconstruction, Continued GL# 211-445.00-976.125 Description of Item	Unit	CONTRACT ITEMS (Original) Quantity	Cost/Unit	Total Amt	CONTRACT ITEMS (Revised) Quantity	Cost/Unit	Total Amt	THIS PERIOD Quantity	Amount	%	TOTAL TO DATE Quantity	Amount	%
25	Backfill, Structure, CIP	CY	378.00	$ 50.94	$ 19,255.32	37.50	$ 50.94	$ 1,910.25				37.50	$ 1,910.25	100%
26	Embankment Structure, CIP	CY	475.00	$ 54.24	$ 25,764.00	134.97	$ 54.24	$ 7,320.77				134.97	$ 7,320.77	100%
27	Maintaining Traffic	LS	1.00	$ 2,248.67	$ 2,248.67	1.00	$ 2,248.67	$ 2,248.67				1.00	$ 2,248.67	100%
28	Surface Restoration	LS	1.00	$ 5,621.67	$ 5,621.67	1.00	$ 5,621.67	$ 5,621.67				1.00	$ 5,621.67	100%
	TOTAL FROM THIS SHEET				$ 52,889.66			$ 17,101.36		$ -			$ 17,101.36	
	TOTAL FROM OTHER SHEET				$ 1,230,666.89			$ 1,192,571.96		$ -			$ 1,192,571.96	
	SUBTOTAL				$ 1,283,556.55			$ 1,209,673.33		$ -			$ 1,209,673.33	100%

CITY OF NOVI

26300 Lee BeGole Dr.
Novi, Michigan 48375
Tel: (248) 347-0454
Fax: (248) 735-5659

APPLICATION FOR FINAL PAYMENT

PROJECT: DPW Salt Dome Reconstruction
NOVI PROJECT NO.: 24-8001
CIP NO.: FLD045
PAYMENT NO.: FINAL

NEW CONTRACT ITEMS

SECTION 1. **COST OF COMPLETED WORK TO DATE**

Item No.	Description of Item	Unit	Division	GL#	NEW CONTRACT ITEMS Quantity	Cost/Unit	Total Amt	THIS PERIOD Quantity	Amount	%	TOTAL TO DATE Quantity	Amount	%
29	Conveyor Box, Conduit, Wiring & Discon	LS	1	211-445.00-976.125	1.00	$ 11,506.95	$ 11,506.95				1.00	$ 11,506.95	100%
30	Conduit and Panel to MDP-A	LS	1	211-445.00-976.125	1.00	$ 8,956.50	$ 8,956.50				1.00	$ 8,956.50	100%
31	New Conduit & Wiring for Lights & Fan	LS	1	211-445.00-976.125	1.00	$ 6,720.00	$ 6,720.00				1.00	$ 6,720.00	100%
32			0	0	0.00	$ -	$ -				0.00	$ -	
33			0	0	0.00	$ -	$ -				0.00	$ -	
34			0	0	0.00	$ -	$ -				0.00	$ -	
35			0	0	0.00	$ -	$ -				0.00	$ -	
36			0	0	0.00	$ -	$ -				0.00	$ -	
37			0	0	0.00	$ -	$ -				0.00	$ -	
38			0	0	0.00	$ -	$ -				0.00	$ -	
39			0	0	0.00	$ -	$ -				0.00	$ -	
40			0	0	0.00	$ -	$ -				0.00	$ -	
41			0	0	0.00	$ -	$ -				0.00	$ -	
42			0	0	0.00	$ -	$ -				0.00	$ -	
43			0	0	0.00	$ -	$ -				0.00	$ -	
44			0	0	0.00	$ -	$ -				0.00	$ -	
45			0	0	0.00	$ -	$ -				0.00	$ -	
46			0	0	0.00	$ -	$ -				0.00	$ -	
47			0	0	0.00	$ -	$ -				0.00	$ -	
48			0	0	0.00	$ -	$ -				0.00	$ -	
49			0	0	0.00	$ -	$ -				0.00	$ -	
50			0	0	0.00	$ -	$ -				0.00	$ -	
51			0	0	0.00	$ -	$ -				0.00	$ -	
52			0	0	0.00	$ -	$ -				0.00	$ -	
53			0	0	0.00	$ -	$ -				0.00	$ -	
54			0	0	0.00	$ -	$ -				0.00	$ -	
55			0	0	0.00	$ -	$ -				0.00	$ -	
56			0	0	0.00	$ -	$ -				0.00	$ -	
	TOTAL FROM THIS SHEET						$ 27,183.45		$ -			$ 27,183.45	
	TOTAL FROM OTHER SHEETS					$ 1,283,556.55	$ 1,209,673.33		$ -			$ 1,209,673.33	
	GRAND TOTAL					**$ 1,283,556.55**	**$ 1,236,856.78**		**$ -**			**$ 1,236,856.78**	**100%**

CITY OF NOVI

PURCHASE ORDER NO.
97524

26300 Lee BeGole Dr.
Novi, Michigan 48375
Tel: (248) 347-0454
Fax: (248) 735-5659

Section 2.

APPLICATION FOR FINAL PAYMENT

PROJECT: DPW Salt Dome Reconstruction
NOVI PROJECT NO.: 24-8001
CIP NO.: FLD045
PAYMENT NO.: FINAL

Original Contract Amount:			$	1,283,556.55
Change Orders:			$	(46,699.77)
Adjusted Contract Amount to Date:			$	1,236,856.78
Total Cost of Work Performed to Date:			$	1,236,856.78
MINUS Retainage:		0%	$	-
MINUS Inspection "Crew Days":	To Date	0.00	$	-
	This Pay	0.00		
Net Amt. Earned of Contract and Extra Work to Date:			$	1,236,856.78
MINUS L.D.'s:	# of days over =		$	-
	$ amount/day =	$800		
Subtotal:			$	1,236,856.78
ADD Incentive "Crew Days", if under:			$	-
Subtotal:			$	1,236,856.78
MINUS Amount of Previous Payments:			$	1,175,013.95

1	**$**	**154,875.30**
2	**$**	**396,919.97**
3	**$**	**225,505.90**
4	**$**	**328,333.32**
5	**$**	**59,805.39**
6	**$**	**9,574.07**
7	**$**	**-**
8	**$**	**-**
9	**$**	**-**
10	**$**	**-**

BALANCE DUE THIS PAYMENT: **$ 61,842.83**

CHANGE ORDERS

No.	Date		Amount
1	April 24, 2025	$	(31.83)
	October 6, 2025	$	(46,667.94)
3			
4			
5			
6			
7			
8			
9			
10			
	TOTAL:	**$**	**(46,699.77)**

Inspection "Crew Days" Allowed per Contract:	0.00
Additional "Crew Days" per Change Orders:	0.00
Total Inspection "Crew Days" Allowed:	0.00
Inspection "Crew Days" Used to Date:	0.00
Inspection "Crew Days" Remaining:	0.00

CITY OF NOVI

26300 Lee BeGole Dr.
Novi, Michigan 48375
Tel: (248) 347-0454
Fax: (248) 735-5659

Section 3.

APPLICATION FOR FINAL PAYMENT

PROJECT: DPW Salt Dome Reconstruction
NOVI PROJECT NO.: 24-8001
CIP NO.: FLD045
PAYMENT NO.: FINAL

The undersigned CONTRACTOR certifies that: (1) Any previous progress payments received from OWNER on amount of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment; (2) title to all Work, materials, and equipment incorporated in said Work of otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all leins, claims, security interest, and encumberences (except such as are covered by Bond acceptable to OWNER indemnifying OWNER against any such lein, claim security interest, or encumberence); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective as that term is defined in the Contract Documents.

Brencal Contractors, Inc.
CONTRACTOR - Electronic Signature Certification

AECOM-Great Lakes
CONSULTANT - Electronic Signature Certification

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

CITY OF NOVI

Aaron J. Staup, Construction Engineer
Electronic Signature Certification

☐ All Full Unconditional Waivers of lien have been received from each subcontractor and/or supplier, reviewed and approved by the Consultant. Also, attached to this Final Payment is a copy of the Contractor's Sworn Statement, Consent of Surety, and a new Maintenance and Guarantee Bond (if the amount is greater than the final contract price) or a Maintenance Bond Rider covering the difference between the final contract price and the awarded amount.

AIA® Document G707™ – 1994

Consent Of Surety to Final Payment

Bond No 9457801

PROJECT: *(Name and address)* **Salt Dome Reconstruction**	**ARCHITECT'S PROJECT NUMBER:**	OWNER: ☐
	CONTRACT FOR:	ARCHITECT: ☐
		CONTRACTOR: ☐
TO OWNER: *(Name and address)* **City of Novi** **26300 Lee BeGole Dr** **Novi, MI 48375**	**CONTRACT DATED:**	SURETY: ☒
		OTHER: ☐

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(*Insert name and address of Surety*)

Fidelity and Deposit Company of Maryland
1299 Zurich Way, 5th Floor
Schaumburg, IL 60196-1056

, SURETY,

on bond of
(Insert name and address of Contractor)

Brencal Contractors, Inc.
26079 Schoenherr
Warren, MI 48089

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to
(Insert name and address of Owner)

City of Novi
26300 Lee BeGole Dr
Novi, MI 48375

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: **10/22/2025**
(Insert in writing the month followed by the numeric date and year.)

Fidelity and Deposit Company of Maryland
(Surety)

(Signature of authorized representative)

Attest:
(Seal):

Susan L Small, Attorney-In-Fact
(Printed name and title)

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User Notes:
(3B9ADA60)

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Christopher Nolan, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Jeffrey A. CHANDLER, Meagan L. REYNOLDS, T L YOUNG, Ian J. DONALD, Alan P. CHANDLER, Robert TROBEC, Terence J. GRIFFIN, Susan L. SMALL of Troy, Michigan,** its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings,** and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND,** this 21st day of February, A.D. 2025.

ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Christopher Nolan
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 21st day of February, A.D. 2025, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Christopher Nolan, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Genevieve M. Malson
Notary Public
My Commission Expire January 27, 2029

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify of revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 22nd day of October, 2025.

Mary Jean Pethick
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
reportsfclaims@zurichna.com
800-626-4577

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

CONTRACTORS SWORN STATEMENT

The general contractor must execute this Sworn Statement. Prior to execution, the general contractor shall on Schedule B of this Sworn Statement list the names of all persons, firms, or corporations engaged by the General Contractor to furnish services, equipment, labor and/or materials in connection with the work performed on the premises including the type of work materials furnished by each.

The examining attorney shall verify that every person or firm listed in Schedule B has properly executed appropriate waivers of lien prior to issuance of any final payments.

STATE OF MICHIGAN

COUNTY OF MACOMB

The undersigned, being duly sworn, on oath deposes and says that (s)he is the

VICE PRESIDENT (Title) of the BRENCAL CONTRACTORS INC (Firm Name),

the contractor employed by the City of Novi to furnish labor and materials for the

DPW SALT DOME RECONSTRUCTION
(Description of Improvement)

located at: 26300 LEE BEGOLE DRIVE, NOVI, MICHIGAN 48375

The total amount of the contract is $1,236,856.78 of which I have received payment of $1,175,013.95 prior to this payment; that the persons, firms, and corporations engaged by the undersigned to have furnished services, equipment, labor and/or materials in the construction or repair of the improvements on the premises; that the dollar amount set opposite each such person, firm, or corporation on account of labor, services, equipment, and/or materials furnished with reqpect to said premises; that as of this date, all work to be performed with respect to said premises by the undersigned or any suppliers or subcontractors of the undersigned or any persons, firms, or corporations named in the Schedule B of this Sworn Statement, has been fully accepted by the owner and completed according to the plans and specifications.

The undersigned further states that all material (except as disclosed on said Schedule B) has been or will be furnished from his/her own stock and has been paid for in full; that there are no other contracts or subcontracts for said work outstanding, and that there is nothing due or to become due to any person for services, equipment, material, labor, or any other work done or to be done in connections with said work other than the stated on Schedule B. There are no chattel mortgages, personal property leases, conditional sale contracts or any other agreements given are now outstanding as to nay fixtures, equipment, appliances or materials placed upon or installed in or upon the aforementioned premises or improvements thereon. All waivers are true, correct, and genuine and are delivered unconditionally. Furthermore, there is no claim, either legal or equitable; to defeat the validity of said waivers.

Signed this 18TH day of NOVEMBER, 20_25___

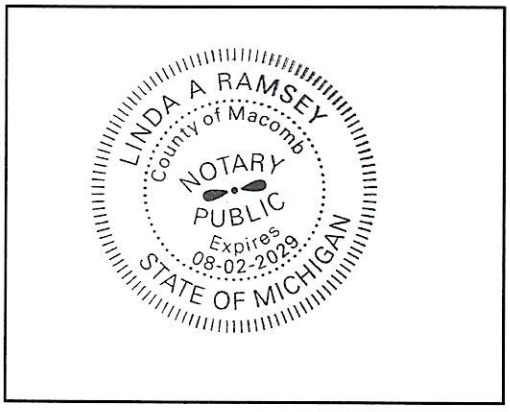
Name: BRENCAL CONTRACTORS INC
(individual/corporation/partnership)

By: _____ Attest: 11-18-25
Kevin J Bricek, Vice President (Title)

Subscribed and sworn to before me this 18th day of NOVEMBER, 20_25___

Notary Public: _____
Linda A Ramsey

NOTARY SEAL



SCHEDULE B - CONTRACTORS SWORN STATEMENT

Name of Subcontracting Firm	Type of Labor & Material Furnished	Amount of Contract	Amount Previously Paid to Date	Amount of Current Request	Accumalative Retainage to Date	Balance Due
Charles Sinelli & Sons	Concrere Curb	$12,500.00	$12,500.00	$0.00	0.0%	$0.00
Bulk Storage Inc	Salt Dome Construction	$412,010.00	$412,010.00	$0.00	0.0%	$0.00
Kimco USA Inc	Conveyor System	$160,000.00	$160,000.00	$0.00	0.0%	$0.00
Mattic Inc	Electrical Work	$52,841.50	$52,841.50	$0.00	0.0%	$0.00
Nagel Paving Company	Asphalt Work	$41,752.50	$41,752.50	$0.00	0.0%	$0.00
Brencal Contractors Inc	General Trades	$557,752.78	$495,909.95	$0.00	11.1%	$61,842.83
					#DIV/0!	$0.00
					#DIV/0!	$0.00
					#DIV/0!	$0.00
					#DIV/0!	$0.00
TOTALS		**$1,236,856.78**	**$1,175,013.95**	**$0.00**		**$61,842.83**

RECAPITULATION

Amount of Original Contract:	$1,283,556.55	Work Completed to Date:	$1,236,856.78
Plus: Extras to Contract:	$0.00	Less: Total Retainage:	-$61,842.83
Total: Contract plus Extras:	$1,283,556.55	Less: Amount Previously Paid:	$1,175,013.95
Less: Credits to Contract:	$46,699.77	Less: Amount of this Request:	$61,843.83
Total: Adjusted Contract:	**$1,236,856.78**	**Total Balance Due:**	**$61,843.83**

cityofnovi.org

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with City of Novi (Prime Contracting Party) to provide General Trades (Type of service) for the improvement of the property described as City of Novi Salt Dome (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1.	Total invoiced amount (as adjusted to date):	$ 1,236,856.78
2.	Amount paid pursuant to previous waivers:	$ 1,175,013.95
3.	Amount paid pursuant to this waiver:	$ 1,175,013.95
4.	Amount remaining unpaid:	$ 61,843.83

Signed on: 11/19/2025

(Signature of Lien Claimant)

KEVIN J BRICKEL
(Printed Name of Lien Claimant)

VICE PRESIDENT
(Title of Lien Claimant)

Company Name: BRENCAL CONTRACTORS INC

Address: 26079 SCHOENHERR

City/State/Zip Code: WARREN, MICHIGAN 48089

Telephone: 586-758-6000

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

6065

FULL UNCONDITIONAL WAIVER

My/our contract with Brencal Contractors, Inc.

to provide Concrete Curb work at City of Novi Salt Dome

BCI Job No. 6065-8

for the improvement of the property described as:

City of Novi Department of Public Works

26300 Lee BeGole Dr. Novi, MI 48375

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Charles Sinelli & Sons, Inc.

(Signature of Lien Claimant)

Gary Sinelli - President

Signed on: 1-2-25
(Date)

Address: 4100 Prairie Rose Dr.

Howell, MI 48843

Telephone: 517-376-9100

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

6065

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with Brencal Contractors, Inc. (Prime Contracting Party) to provide Salt Dome Construction Work (Type of service) for the improvement of the property described as City of Novi Salt Dome (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1.	Total invoiced amount (as adjusted to date):	$ 412,010.00
2.	Amount paid pursuant to previous waivers:	$ 375,085.80
3.	Amount paid pursuant to this waiver:	$ 36,924.20
4.	Amount remaining unpaid:	$ 0

Signed on: 11/4/2025

(Signature of Lien Claimant)

Zack Deery
(Printed Name of Lien Claimant)

President
(Title of Lien Claimant)

Company Name: Bulk Storage, Inc.

Address: 28101 S. Yates Ave.

City/State/Zip Code: Beecher, IL 60401

Telephone: 708-946-9595

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

6065

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with Brencal Contractors, Inc. (Prime Contracting Party) to provide Conveyor System (Type of Service) for the improvement of the property described as City of Novi Salt Dome (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1. Total invoiced amount (as adjusted to date):	$	160,000.00
2. Amount paid pursuant to previous waivers:	$	144,000.00
3. Amount paid pursuant to this waiver:	$	16,000.00
4. Amount remaining unpaid:	$	0

All material is from Kimco USA Inc. fully paid inventory and delivered in our own trucks. Kimco is non union, and our employees are paid prevailing wage plus fringes.

Signed on: 11/5/2025

(Signature of Lien Claimant)

Blake D. Coffey
(Printed Name of Lien Claimant)

Vice President & Director
(Title of Lien Claimant)

Company Name: Kimco USA, Inc.

Address: 118 East Trefz Dr.

City/State/Zip Code: Marshall, IL 62441

Telephone: 213-836-8807

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

6065

FULL UNCONDITIONAL WAIVER OF LIEN

cityofnovi.org

My/our contract with Brencal Contractors, Inc. (Prime Contracting Party) to provide Electrical Work (Type of service) for the improvement of the property described as City of Novi Salt Dome (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1. Total invoiced amount (as adjusted to date):	$ ~~49,841.50~~	$52,841.50
2. Amount paid pursuant to previous waivers:	$ 0	
3. Amount paid pursuant to this waiver:	$ ~~49841.50~~	$52,841.50
4. Amount remaining unpaid:	$ 0	

Signed on: 11/13/2025

(Signature of Lien Claimant)

Matthew Mamo
(Printed Name of Lien Claimant)

Project Manager
(Title of Lien Claimant)

Company Name: Mattle, Inc.

Address: 2488 Pearson Rd.

City/State/Zip Code: Milford, MI 48380

Telephone: 248-736-7751

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

6065

FULL UNCONDITIONAL WAIVER OF LIEN

My/our contract with Brencal Contractors, Inc. (Prime Contracting Party) to provide Asphalt Work (Type of service) for the improvement of the property described as City of Novi Salt Dome (Project Name) having been fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to the property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a Notice of Furnishing from me/one or us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

STATEMENT

1. Total invoiced amount (as adjusted to date):	$	41,752.50
2. Amount paid pursuant to previous waivers:	$	35,451.00
3. Amount paid pursuant to this waiver:	$	6,301.50
4. Amount remaining unpaid:	$	0

Signed on: 11-5-24

(Signature of Lien Claimant)

Rob Nagle

(Printed Name of Lien Claimant)

President

(Title of Lien Claimant)

Company Name: Nagle Paving Company

Address: 39525 W. 13 Mile Rd. Suite 300

City/State/Zip Code: Novi, MI 48377

Telephone: 248-553-0600

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Approval of resolution establishing smoking and vaping ban within specified areas and in city parks.

SUBMITTING DEPARTMENT: Parks, Recreation and Cultural Services

BACKGROUND INFORMATION:

The City currently has in place a limitation on smoking and vaping near municipally-owned buildings, and more specifically within 100 feet of such buildings. A resident brought forward concerns with the lack of similar limitations at City parks, specifically at the restroom/concession building at Ella Mae Power Park.

Staff was asked to take options to the Parks, Recreation and Cultural Services (PRCS)Commission for discussion. Avenues to address the concern included establishing an ordinance, creating a park rule, or enacting "No Smoking/Vaping" signage as needed. The Parks Commission discussed an ordinance and expressed concern about the ability to enforce it. At their September 18, 2026 meeting the PRCS Commission recommended the City Council Ordinance Review Committee discuss whether to enact a park rule for smoking and vaping or display signage without enacting an ordinance.

On October 6, 2026 the Ordinance Review Committee directed staff to send City Council a resolution on the consent agenda to make a Parks Rule to prohibit smoking and vaping and post signage in appropriate areas sufficient to notify the public of this rule.

RECOMMENDED ACTION: Approval of resolution establishing smoking and vaping ban within specified areas and in city parks.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION ESTABLISHING SMOKING AND VAPING BAN WITHIN SPECIFIED AREAS AND IN CITY PARKS

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on _____, 2026, at ____o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers_____

ABSENT: Councilmembers_____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

RECITALS

WHEREAS, the City currently has in place a limitation on smoking and vaping near municipally-owned buildings, and more specifically within 100 feet of such buildings; and

WHEREAS, the City would like to clarify that the limitation also applies to buildings within City parks; and

WHEREAS, the City would like to further extend the limitation to other structures within City parks, such as open pavilions, play structures, gazebos and other park features; and

WHEREAS, the City Council has the authority under Chapter 25, Section 25-19, of the City Code, the City Parks Ordinance, to adopt a rule or regulation for public parks by resolution.

NOW, THEREFORE, BE IT RESOLVED that the City of Novi hereby adopts the following rule relating to limitations on smoking and vaping within City and public parks within the City:

1. No person shall smoke within any building owned, leased, or operated by the City within a public park under and subject to Chapter 25 of the City Code. This prohibition shall include, but is not limited to, meeting rooms, conference rooms, eating areas, restrooms, hallways, stairways, and enclosed entrances. This prohibition shall extend 100 feet from the entrances to all buildings owned, leased, or operated by the City within a public park. This prohibition shall also apply to open air pavilions, play structures, gazebos and other park features.

2. The prohibition in this section shall be posted by the Director of Parks, Recreation, and Cultural Services in appropriate areas sufficient to notify the public of this rule. However, the absence of the posting shall not bar enforcement of this rule.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

_____
Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this _____ day of _____, 2026, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

_____
Cortney Hanson, City Clerk
City of Novi

MEMORANDUM

TO: Jeff Muck, Director of Parks, Recreation & Cultural Services
Victor Cardenas, City Manager
Cortney Hanson, City Clerk

FROM: Tom Schultz, City Attorney

RE: Potential Regulations Related to Smoking in City Parks

DATE: September 16, 2025

You asked our office to provide some information about the City's ability to ban or regulate smoking in public parks. We've had an opportunity to look at both the law and cases relating to the City's authority to regulate activity on City-owned properties and some sample ordinances and/or park rules that have attempted to do so. Our answer is that you could enact that kind of regulation or rule and that it would be enforceable. The analysis breaks down to three questions: Can the City ban or regulate smoking on city-owned park property? What would be the available mechanisms for doing so? And would such a regulation be enforceable in practice?

Can the City ban or regulate smoking on city-owned park property?

The City has broad authority under the Home Rule City Act (MCL 117.4j) to enact regulations relating to conduct on its own property:

> Each city may in its charter provide:
>
> * * *
>
> (3) For the exercise of all municipal powers in the management and control of municipal property and in the administration of the municipal government, whether such powers be expressly enumerated or not; for any act to advance the interests of the city, the good government and prosperity of the municipality and its inhabitants and through its regularly constituted authority to pass all laws and ordinances relating to its municipal concerns subject to the constitution and general laws of this state. [Emphasis added.]

As you know, the City has already adopted limitations on smoking near municipally-owned buildings (within 100 feet of same). (See Section 22-101 of the City Code.) That regulation followed the state legislation that banned smoking in all enclosed workplace and outdoor patios of bars and restaurants, with certain exceptions, commonly referred to as the Dr. Ron Davis Smoke Free Air Law, and is codified as section 12603 of the older Michigan Smoke Free Air Act, found

at 333 MCL § 12601 *et seq*. That law is cited in the City's current prohibition in Chapter 22 of the City Code.

What would be the available mechanisms for doing so?

There are a couple different ways to accomplish a ban or regulation if that's what the City wants to do. The first would be to enact an ***ordinance***. There are at least two areas in the City Code where an ordinance provision banning or limiting smoking in public parks would make sense. The first is in Chapter 22, which is where the current ban on smoking within 100 feet of municipal buildings currently exists. The other would be in Chapter 25 of the City Code, which is the chapter that regulates City parks and, in particular, conduct within City parks.

If the City prefers not to enact an actual ordinance, under Chapter 25 it could adopt a park ***rule***. Section 25-19 of the City Code states that "rules and regulations for public parks shall be adopted by the council by resolution." As far as I am aware, the City Council has never adopted a document entitled "Park Rules" by resolution or otherwise. (Your website has a link for "park rules," but it is just a link to some of the provisions of Chapter 25—in other words, it's not a separate set of rules.) But in theory the City Council could adopt a no smoking rule of some kind by way of resolution.

To the extent you are interested in regulating or banning smoking by park ***buildings***—e.g., concession stands or pavilions with roofs—you could likely argue that the current language in Chapter 22 already applies to those; it's possible that all you need to do is post those areas.

If you are looking at extending the regulation to playgrounds, I think you could accomplish that with an ordinance amendment or new park rule, so long as the areas are clearly and obviously demarcated as to their boundaries (i.e., where the boundary starts/stops).

Would such a regulation be enforceable in practice?

We can really only speak about ***legal*** enforceability on this issue. Obviously, an ***ordinance*** would be enforceable in the normal way. Violation of Chapter 22 (the City regulations relating to municipal buildings) is deemed to be a civil infraction, rather than a misdemeanor, with a civil fine of no more than $50 for first offense, and no more than $100 for each subsequent offense. (Section 22-101(f).)

A **rule** adopted by resolution under Section 25-19 of the Parks Ordinance is also fully enforceable. The immediately following section, Section 25-20, relates to the enforcement of rules adopted by the Council, and it states:

> Police department, the director of parks and recreation, and park employees shall have the authority to order any person acting in violation of the rules and regulations to leave a park or recreation area. [Emphasis added.]

Section 25-21 then states that:

> Any person who willfully fails to obey an order by a police officer, director of parks and recreation, or public park employee to leave a park or recreation area shall be guilty of a misdemeanor. [Emphasis added.]

We presume that any ordinance or rule adopted by the City would be enforced on a complaint basis—that is, only in the event that the violation is noticed and brought to the attention of someone at the City. We also presume that there would be appropriate posting of signage. Where those signs would go and how extensive they might need to be would depend, of course, on what kind of regulation the City chose.

Our suggestion is that, if the Commission wants to pursue this, they make a recommendation to the Ordinance Review Committee as to their preferred approach, which ORC can then take to the Council as a whole.

I hope that answers your questions. If you have any more questions, please don't hesitate to call.

CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Approval of claims and warrants – Warrant 1195

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

Per Section 8.10 of the City's charter all funds drawn by the treasury department must be approved by City Council. This approval occurs through a warrant system and appears on all City Council's agenda. The most recent Warrant #1195 comes before City council for approval.

RECOMMENDED ACTION: Approval of claims and warrants – Warrant 1195

CITY OF NOVI
Warrant 1195
Monday, January 26, 2026

Check	Vendor Name	Description	Amount
201791 - 201836	DTE ENERGY	ELECTRICITY	37,788.52
201837	ALLIANCE HEALTH AND LIFE	EMPLOYEE INSURANCE	17,600.00
201838 - 201846	DTE ENERGY	ELECTRICITY	15,378.95
201847	HARTFORD, THE	EMPLOYEE INSURANCE	10,092.19
201848	HEALTH ALLIANCE PLAN	EMPLOYEE INSURANCE	24,796.91
201849	STATE OF MICHIGAN	SALES TAX DECEMBER 2025	16.50
201850	STATE OF MICHIGAN	FY2023 HEAVY EQUIPMENT RENTAL STATE SHARE	179,505.91
201851	ULLIANCE, INC.	EMPLOYEE ASSISTANCE PROGRAM	2,870.28
201852	VARIPRO	FLEXIBLE SPENDING	8,484.02
201853	STAPLES INC	INVOICE 6019585155	4,855.20
201854	AMAZON.COM SERVICES LLC	ACCOUNT 254267679401 INVOICE 2455254901	92.38
201855	ARROW OFFICE SUPPLY CO	INVOICE 424994	643.25
201856	BAY AREA NARCOTICS ENFORCEMENT TEAM	OVERTIME DECEMBER 2025 LOCAL OFFICERS	1,764.40
201857	CTS/UNITEL, INC.	INVOICE CW125394	11.50
201858	GREEN, STEVEN	REIMBURSE IT EQUIP NOVEMBER 2025	1,000.00
201859	LAWNET-MICHIGAN DEPT OF STATE	2025 OVERTIME MSP SEPTEMBER/OCTOBER	3,132.38
201860	MONTROSE CHARTER TOWNSHIP	OVERTIME AUGUST 2025 MSP FANG OFFICERS	2,881.86
201861	OAKLAND COUNTY NARCOTIC ENFORCEMENT	2025 NET OT	26,200.00
201862	SOUTHWEST ENFORCEMENT TEAM	OVERTIME OCTOBER 2025	65.64
201863	STATE OF MICHIGAN	INVOICE 551-665315	3,929.43
201864	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE INSURANCE	85,255.68
201865	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE INSURANCE	40,551.80
201866 - 201893	CONSUMERS ENERGY	HEAT	27,440.98
201894 - 201900	DTE ENERGY	ELECTRICITY	1,399.84
201901	3SI SECURITY SYSTEMS, INC	INVOICE SO963618	3,000.00
201902	AMAZON.COM SERVICES LLC	INVOICE 2422705113	92.37
201903	AT&T	ACCOUNT 248 356-6512 512 6	192.97
201904	BAY AREA NARCOTICS ENFORCEMENT TEAM	REIMBURSE PURCHASES STAPLES & BEST BUY	3,235.60
201905	BORIEO, SANDRA	PROFESSIONAL SERVICES	1,872.00
201906	COMCAST BUSINESS	ACCOUNT 8529 10 205 0785285	928.29
201907	LAWNET-MICHIGAN DEPT OF STATE	MANTIS PAYROLL EXPENSES 2025	19,523.62
201908	PITNEY BOWES GLOBAL FINANCIAL SVCS	INVOICE 3321951812	65.97
201909	STATE OF MICHIGAN	INVOICE 551-668143	526.62
201910	THOMSON REUTERS - WEST	INVOICE 23267896	4,175.49
201911	TRANSUNION RISK AND ALTERNATIVE	INVOICE 2556421-202512-1	1,080.00
201912	WEX BANK	INVOICE 109868574	10.00
201913	WEX BANK	INVOICE 109721217	210.64
201914	3SI SECURITY SYSTEMS, INC	OUTSIDE DATA PROCESSING	1,200.00
201915	A AND R PLUMBING LLC	WATER LINE MAINTENANCE	2,108.14
201916	ACCUFORM PRINTING & GRAPHICS INC	PRINTING AND PUBLISHING	1,404.46
201917	ACTRACE, LLC	LIBRARY BOOKS	1,200.00
201918	AECOM GREAT LAKES, INC	DESIGN: VILLAGE WOOD ROAD RECONSTRUCTION	40,826.94
201919	AERO FILTER, INC.	BUILDING MAINTENANCE	1,898.41
201920	AIRGAS USA, LLC	OPERATING SUPPLIES	504.75
201921	ALLIE BROTHERS INC	FIRE DEPARTMENT WINTER UNIFORM ORDER 202	14,311.66
201922	AMAZON	LIBRARY BOOKS	532.75
201923	AMISTEE, INC.	PARK BUILDING MAINTENANCE	865.00
201924	ANAGO OF METRO DETROIT	BUILDING MAINTENANCE	440.00
201925	APOLLO FIRE APPARATUS SALES AND	VEHICLE MAINTENANCE	1,549.00
201926	APPLICANTPRO	PROFESSIONAL SERVICES	473.00
201927	APPLIED INNOVATION	EQUIPMENT RENTAL/LEASE	307.93
201928	ARAMARK REFRESHMENT SERVICES	OPERATING SUPPLIES	107.19
201929	ASCENSION MICHIGAN EMPLOYER	MEDICAL SERVICE	804.00
201930	ASCENSION PROVIDENCE HOSPITAL	OPERATING SUPPLIES	336.00
201931	BALANCE FIT NOVI LLC	OLDER ADULTS FITNESS	151.20
201932	BATTERIES PLUS BULBS	BUILDING MAINTENANCE	106.80
201933	BELLE TIRE	VEHICLE MAINTENANCE	1,470.95
201934	BLACKWELL FORD INC	VEHICLE MAINTENANCE	1,703.93

201935	BOUND TREE MEDICAL LLC	SUPPLIES CITY WIDE AED EXPENSES	74.56
201936	BOYNTON FIRE SAFETY SERVICES, LLC.	BUILDING MAINTENANCE	5,335.00
201937	BRENCAL CONTRACTORS INC	DPW SALT DOME RECONSTRUCTION	63,328.03
201938	BRIEN'S SERVICES INC	GROUNDS MAINTENANCE	2,194.50
201939	BRODART CO.	LIBRARY BOOKS	11,873.06
201940	CAMBRIDGE OF NOVI, LLC	BLDG. BOND REFUND (ESCROW)	1,600.00
201941	CAMBRIDGE OF NOVI, LLC	BLDG. BOND REFUND (ESCROW)	3,610.00
201942	CAMFIL USA, INC.	INDOOR GUN RANGE	4,473.95
201943	CANFIELD EQUIPMENT SERVICES INC.	FY 25-26 POLICE VEHICLE BUILDS 851, 853,	29,191.67
201944	CARAHSOFT TECHNOLOGY CORPORATION	OPERATING SUPPLIES	4,687.14
201945	CARLISLE WORTMAN ASSOCIATES, INC.	BUILDING, TRADE, & PLAN REVIEW SERVICES	10,705.00
201946	CARRIER & GABLE INC	VEHICLE MAINTENANCE	316.00
201947	CDW GOVERNMENT LLC	INTERNAL TECHNOLOGY FIRE	106.44
201948	CENTER POINT LARGE PRINT	LIBRARY BOOKS	302.64
201949	CHALLENGER SPORTS TEAMWEAR, LLC	YOUTH BASKETBALL	6,620.66
201950	CINTAS CORP	SUPPLIES UNIFORMS	1,363.88
201951	CONSTANTINE, TOM	TUITION REIMBURSEMENT	1,057.00
201952	CORELOGIC CENTRALIZED REFUNDS	2025 WIN TAX REFUND 50-22-02-202-062	5,027.04
201953	CORNERSTONE BUILDING GROUP	BLDG. PAYMENT REFUND (ESCROW)	750.00
201954	CORNERSTONE PAINTING INC	PARK BUILDING MAINTENANCE	3,300.00
201955	CORRIGAN RECORD STORAGE LLC	RECORDS STORAGE	2,421.33
201956	COSTAR REALTY INFORMATION INC	INTERNAL TECHNOLOGY	2,003.72
201957	COUGAR SALES & RENTAL INC	WATER LINE MAINTENANCE	553.37
201958	CRANDALL-WORTHINGTON INC	OFFICE SUPPLIES	923.00
201959	CRIMBOLI NURSERY AND LANDSCAPE INC.	CEM MAINTENANCE	1,500.00
201960	CURTIS, ELAINE	TUITION REIMBURSEMENT	3,500.00
201961	CUTMYTREEDOWN.COM	FORESTRY MAINTENANCE	27,318.75
201962	D AND D WATER AND SEWER INC	WATER SERVICE INSTALLATION	3,500.00
201963	DALTON COMMERCIAL CLEANING CORP	BUILDING MAINTENANCE	325.00
201964	DEERING, PATRICIA	PER DIEM / TRAVEL SFMA CONFERENCE	246.00
201965	DEMCO INC.	OPERATING SUPPLIES	107.36
201966	DETROIT SALT COMPANY LLC	WINTER MAINTENANCE	43,818.62
201967	DINGES FIRE COMPANY	VEHICLE MAINTENANCE	795.89
201968	DRAGON UNDERGOUND LLC	WATER LINE MAINTENANCE	400.00
201969	DTE ENERGY	STREET LIGHTING	22,368.93
201970	EGANIX, INC	FOG (FATS, OILS, & GREASE) PREVENTION	2,650.00
201971	EJ USA, INC.	WATER LINE MAINTENANCE	624.42
201972	ELM USA, INC.	OFFICE SUPPLIES	334.95
201973	EMPIRE PRINTING, LLC	ADULT SOFTBALL	1,024.09
201974	ENGIE INSIGHT	21091 HAGGERTY RD	2,536.58
201975	ERICKSON, CHELSEA	DANCE PROGRAMS	4,846.80
201976	ETNA SUPPLY	WATER LINE MAINTENANCE	2,740.50
201977	EVERON LLC	BUILDING MAINTENANCE	222.23
201978	FARKAS, JULIE	PETTY CASH	5.00
201979	FELDMAN CHEVROLET OF NOVI	VEHICLE MAINTENANCE	10,291.00
201980	FIREPENNY	VEHICLE MAINTENANCE	743.55
201981	FIRST AMERICAN TITLE INSURANCE	2025 WIN TAX REFUND 50-22-01-101-108	174.80
201982	FIRST AMERICAN TITLE INSURANCE COMP	2025 WIN TAX REFUND 50-22-21-476-013	511.84
201983	FLOCK SAFETY	FLOCK CAMERA SYSTEM - 2025-26	30,000.00
201984	FRIENDS OF THE ROUGE	WATERSHED MONITORING PROGRAM	1,750.00
201985	FUN TIME SPORTS LLC	SPORTS CAMPS	1,260.00
201986	G2 CONSULTING GROUP, LLC.	PUBLIC SAFETY BUILDING	3,900.00
201987	GALE/CENGAGE LEARNING	LIBRARY BOOKS	107.96
201988	GANNETT MICHIGAN LOCALIQ	PRINTING AND PUBLISHING	1,221.64
201989	GDI SERVICES INC	JANITORIAL CONTRACTS	29,372.00
201990	GRAINGER INC, W W	OPERATING SUPPLIES	573.79
201991	GRAPHIK CONCEPTS INC	VEHICLE NEW INSTALL	2,273.89
201992	GREAT AMERICA FINANCIAL SERVICES	OPERATING SUPPLIES	76.00
201993	GREAT LAKES PROFILES, INC.	PRE EMPLOYMENT TESTING	160.00
201994	GREAT LAKES WATER AUTHORITY	WATER PURCHASES	811,832.77
201995	GREULICH, GEORGE	REFUND PARKS	121.00
201996	GUNNERS METERS & PARTS, INC.	WATER LINE MAINTENANCE	1,471.00
201997	HADLEY'S TOWING LLC	VEHICLE MAINTENANCE	765.00
201998	HANS AUTO ELECTRIC	VEHICLE MAINTENANCE	155.00
201999	HAROLD'S FRAME SHOP, INC	VEHICLE MAINTENANCE	4,072.41
202000	HIBBLER, DREYGON	APPRECIATION EVENINGS	400.00

202001	HIGHWAY MAINTENANCE & CONSTRUCTION	CONSTRUCT: 2024 CAPITAL PREVENTATIVE MAINTENANCE	38,980.73
202002	HL LAWN SERVICES	WINTER MAINTENANCE	22,032.33
202003	HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES	1,215.53
202004	HUDECHEK, ANDREW	RETURNED PAYROLL DEPOSIT	436.00
202005	HUNDRED PLACE CONSULTING LLC	CITY WIDE TRAINING	1,200.00
202006	IACP	MEMBERSHIPS	1,405.00
202007	IMAGING SPECTRUM INC	OPERATING SUPPLIES	293.59
202008	IMPERIAL BAG & PAPER CO. LLC	BUILDING MAINTENANCE	1,176.56
202009	INTEGRA REALTY RESOURCES-DETROIT	PROFESSIONAL SERVICES	4,500.00
202010	JACK DOHENY SUPPLIES INC	VEHICLE MAINTENANCE	463.35
202011	JOE'S TRAILER MFG INC	VEHICLE MAINTENANCE	202.82
202012	KADEN, CHRISTA REGINA	ART EXHIBITS	475.50
202013	KIMBALL MIDWEST	OPERATING SUPPLIES	2,942.51
202014	KNIGHT TECHNOLOGY GROUP, INC	COMPUTER SUPPLIES	700.00
202015	KNIGHT WATCH INC	COMPUTER SUPPLIES	184.80
202016	L&W SUPPLY	BUILDING MAINTENANCE	649.60
202017	LAFONTAINE FORD OF LANSING	VEHICLE MAINTENANCE	6,090.78
202018	LANGUAGE LINE SERVICES	EMERGENCY COMMUNICATION SERVICE	116.17
202019	LEGACY TITLE AGENCY	REFUND TAX	41.22
202020	LIBRARY IDEAS LLC	AUDIO VISUAL MATERIALS	1,390.92
202021	LIBRARY NETWORK, THE	COMPUTER SUPPLIES	18,466.68
202022	LIMB WALKERS TREE & SNOW	FORESTRY MAINTENANCE	3,280.00
202023	LIVINGSTON COUNTY ASSESSORS ASSOC	CONFERENCE	60.00
202024	LOOMIS	ARMORED CAR SERVICES	767.08
202025	M-2 AUTO PARTS, INC.	VEHICLE MAINTENANCE	1,045.92
202026	MACQUEEN EMERGENCY	VEHICLE MAINTENANCE	6,930.10
202027	MAI, ERIC	2025 WIN TAX REFUND 50-22-10-281-001	3,162.61
202028	MALZBERG, ETHAN	OLDER ADULTS FITNESS	1,113.60
202029	MARCO TECHNOLOGIES, LLC	OFFICE SUPPLIES	174.74
202030	MARK'S OUTDOOR POWER EQUIPMENT	LAWN MOWER MAINTENANCE	776.80
202031	MARSH POWER TOOLS	OPERATING SUPPLIES	14.99
202032	MARUSKA, CARLY	WITNESS	27.00
202033	MCKENNA ASSOCIATES INC	BUILDING, TRADE, & PLAN REVIEW SERVICES	419.00
202034	MEDLINE INDUSTRIES, LP	MEDICAL SUPPLIES	828.05
202035	MEDSTAR INC	OPERATING SUPPLIES	150.00
202036	MICHIGAN CAT	VEHICLE MAINTENANCE	823.23
202037	MICHIGAN LINEN SERVICE, INC.	BUILDING MAINTENANCE	1,902.25
202038	MICHIGAN WATER ENVIRONMENTAL ASSN.	CONFERENCE	1,440.00
202039	MID-TOWN PETROLEUM ACQUISITION LLC	VEHICLE MAINTENANCE	223.05
202040	MIDWEST LANDSCAPE GROUP, INC	BLDG. BOND REFUND (ESCROW)	155,124.00
202041	MIDWEST TAPE, LLC	AUDIO VISUAL MATERIALS	1,224.76
202042	MISS DIG SYSTEM INC	WATER LINE MAINTENANCE	9,821.59
202043	MPARKS	OLDER ADULTS TRAVEL PROGRAM	250.00
202044	MUNICIPAL WEB SERVICES, INC	COMMUNITY PROMOTION	571.00
202045	NADLAN 56 LLC	BLDG. BOND REFUND (ESCROW)	31,209.60
202046	NAK4FIT	SPORTS CAMPS	2,608.20
202047	NEARMAP US, INC	INTERNAL TECHNOLOGY	13,663.15
202048	NORR, LLC	BLDG. BOND REFUND (ESCROW)	6,000.00
202049	NORTHERN EQUITIES DEVELOPMENT PARTN	BLDG. PAYMENT REFUND (ESCROW)	468.40
202050	NORTHSTAR MAT SERVICE	BUILDING MAINTENANCE	257.96
202051	NOVI CHAMBER OF COMMERCE	COMMUNITY PROMOTION	2,000.00
202052	NOVI, CITY OF	CITY'S SHARE OF FEES COLLECTED	66.00
202053	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	2,559.90
202054	O-SUN COMPANY	OPERATING SUPPLIES	80.55
202055	OAKLAND COMMUNITY COLLEGE	EDUCATION AND TRAINING	950.00
202056	OAKLAND COUNTY CLERKS ASSOCIATION	MEMBERSHIP	35.00
202057	OAKLAND COUNTY REGISTER OF DEEDS	PRIMROSE DAYCARE WATER SYSTEM EASEMENT	30.00
202058	OAKLAND COUNTY TREASURERS	ANNUAL CLEMIS FEES 2025-26	908,127.08
202059	OCCUPATIONAL HEALTH CENTERS OF	MEDICAL SERVICE	1,056.00
202060	OMNI TECH SPACES	THEATRE UPGRADE	4,458.00
202061	OOMA INC	TELEPHONE	109.70
202062	ORIENTAL TRADING CO INC	COMMUNITY PROMOTION	169.90
202063	ORKIN	BUILDING MAINTENANCE	564.99
202064	PEOPLE'S EXPRESS	OLDER ADULTS TRANSPORTATION	5,742.00
202065	POSTMASTER	FUND BRM 144	500.00
202066	POWER CLEANING SYSTEMS	EQUIPMENT MAINTENANCE	719.95

202067	PRIORITY ONE EMERGENCY	VEHICLE MAINTENANCE	1,198.15
202068	PRIORITY WASTE LLC	RUBBISH	189,335.32
202069	PRO-LINE ASPHALT PAVING	HYDRANT PERMIT DEPOSIT REFUND 9 MILE	2,220.00
202070	PROSCREENING, LLC	PROFESSIONAL SERVICES	1,343.00
202071	QUILL CORPORATION	OPERATING SUPPLIES	826.94
202072	RED WING SHOE STORE	SUPPLIES UNIFORMS	492.98
202073	REHMANN	INDEPENDENT AUDIT	6,000.00
202074	RELIANT FIRE APPARATUS OF MICHIGAN	VEHICLE MAINTENANCE	27,086.63
202075	RESOURCE RECOVERY AND RECYCLING	RECYCLING CENTER	7,192.00
202076	RKA PETROLEUM COS., INC	GASOLINE AND OIL	22,766.72
202077	ROAD COMMISSION FOR OAKLAND COUNTY	TRAFFIC SERVICES	13,322.59
202078	ROCHOU, RYAN	WITNESS	31.20
202079	ROSATI, SCHULTZ, JOPPICH	LEGAL FEES	24,122.60
202080	ROSEN PUBLISHING	LIBRARY BOOKS	81.36
202081	ROYAL TRUCK & TRAILER SALES & SVC	VEHICLE MAINTENANCE	48.12
202082	RYL FLEXIBILTY THERAPIES LLC	OLDER ADULTS MASSAGE	630.00
202083	SALTY JAKES LLC	VEHICLE MAINTENANCE	2,775.75
202084	SAM'S CLUB DIRECT	OLDER ADULTS SPECIAL EVENTS	165.24
202085	SCHWARTZ, MARGARET	OLDER ADULTS MASSAGE	672.00
202086	SESAC, INC.	THEATRE PROGRAMS	2,081.00
202087	SHIFMAN FOURNIER, PLC	LEGAL FEES	1,015.00
202088	SIGNAL RESTORATION SERVICES	BIO HAZARD CLEANING OF JAIL CELLS	680.82
202089	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	1,645.43
202090	SOUTHEASTERN CHAPTER	MEMBERSHIPS	60.00
202091	SPALDING DE DECKER	PROFESSIONAL SERVICES	8,995.76
202092	SPARTAN DISTRIBUTORS	LAWN MOWER MAINTENANCE	2,431.98
202093	SPRINGSHARE LLC	COMPUTER SUPPLIES	1,012.80
202094	SQUEAKY SHINE CAR WASH	VEHICLE MAINTENANCE	825.00
202095	STATE OF MICHIGAN	COST SHARE: NINE MILE REHABILITATION ROA	256,167.26
202096	STATE OF MICHIGAN	LIVESCAN	1,160.00
202097	STATE OF MICHIGAN	OPERATING SUPPLIES	5.79
202098	STEMPIEN, JEREMY	TUITION REIMBURSEMENT	1,041.00
202099	T-MOBILE USA, INC	TELEPHONE	1,037.02
202100	TACK, DAWN	OLDER ADULTS FITNESS	940.80
202101	TARGET SOLUTIONS LEARNING, LLS	VECTOR SOLUTIONS TRAINING COURSES 2025-2026	9,959.30
202102	TAYLOR H2O WORX LLC	WATER METERS	500.00
202103	TEDDY'S LAWN & LANDSCAPE, INC	WINTER MAINTENANCE	36,000.00
202104	TEL SYSTEMS	COMPUTER SUPPLIES	950.00
202105	TELNET WORLDWIDE INC.	TELEPHONE	858.90
202106	THOMSON REUTERS - WEST	SUPPLIES	1,187.06
202107	TRAVELERS	INSURANCE DEDUCTIBLES	3,187.20
202108	TRI-COUNTY INTERNATIONAL	VEHICLE MAINTENANCE	5,109.20
202109	TRIANGLE DEVELOPMENT CO. INC	BLDG. BOND REFUND (ESCROW)	19,104.00
202110	TRIANGLE DEVELOPMENT CO. INC	BLDG. BOND REFUND (ESCROW)	246,138.66
202111	TRUCK & TRAILER SPECIALTIES, INC.	VEHICLE MAINTENANCE	5,997.32
202112	TRUE BLUE INVESTGATIONS LLC	RECRUITMENT PAID ON CALL	850.00
202113	TSUSHIMA, AYUMI	DANCE PROGRAMS	1,308.00
202114	TWELVE MILE CROSSING LLC	BLDG. PAYMENT REFUND (ESCROW)	3,150.00
202115	USA BLUEBOOK	LIFT STATION MAINTENANCE	532.85
202116	VARIPRO	FLEXIBLE SPENDING	3,302.15
202117	VARSITY LINCOLN, INC	VEHICLE MAINTENANCE	1,374.65
202118	VERIZON WIRELESS	TELEPHONE	508.24
202119	VERIZON WIRELESS - VSAT	OPERATING SUPPLIES	130.00
202120	VESCO OIL CORPORATION	VEHICLE MAINTENANCE	957.25
202121	WALLED LAKE CONSOLIDATED SCHOOLS	POLICE LEADERSHIP YOUTH ACADEMY	384.00
202122	WEINGARTZ SUPPLY CO INC	LAWN MOWER MAINTENANCE	2,628.05
202123	WEST METRO DOOR	BUILDING MAINTENANCE	185.00
202124	WILSON, CHARLOTTE	2025 WIN TAX REFUND 50-22-02-202-033	191.89
202125	WITMER PUBLIC SAFETY GROUP INC	VEHICLE MAINTENANCE	420.55
202126	Z ON MEADOWBROOK LLC & PROPERTY TAX	2025 WIN TAX REFUND 50-22-14-200-042	1,184.83
202127	Z ON MEADOWBROOK LLC & PROPERTY TAX	2025 SUM TAX REFUND 50-22-14-200-042	27,156.40
EFT	FIFTH THIRD BANK	DECEMBER PURCHASES	86,950.12
	GROUPMAP TECHNOLOGY	IT: Software Subscription	8.00
	WAL-MART #5893	DPW-OS	55.54
	DNH GODADDY#398054794	I.S. - SSL Cert.	599.98
	USPS.COM CLICKNSHIP	City Clerk: Postage	25.20

OAKLAND PRESS	MGR: Newspaper Subscription	13.80
USPS.COM CLICKNSHIP	City Clerk: Postage	16.80
ATT CONS PHONE PMT	FACILITES - Utilities - Telephone	7,031.84
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
CCI CONSTANT-CONTACT	CR: email marketing tool	455.00
WWW.MICHIGANCLERKS.ORG	City Clerk: Membership dues	100.00
BENITO S CAFE	FD - Recogniton	244.88
FEDEX509693451	PD: FedEx	20.03
BENITO S CAFE	FD - Recognition	221.89
BENITO S CAFE	FD - Recognition	221.89
BENITO S CAFE	FD - Recogniton	244.88
ROCKETCERT.COM	CD: Continuing Ed	55.46
CRYE PRECISION LLC	HIDTA	580.52
PROGRESSIVE INS	HIDTA	4,477.00
GRAND TRAVERSE RESORT	MGR: Conf Accomodations	155.00
TST SEDONA TAPHOUSE -	CR: event	125.09
BENITO S CAFE	PD - Recogniton	221.89
AMAZON.COM 9L6RP9YD3	Finance: Office Supplies	56.86
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
USPS.COM CLICKNSHIP	City Clerk: Postage	16.80
BENITO S CAFE	PD - Recognition	221.89
BENITO S CAFE	PD - Recogniton	221.89
BENITO S CAFE	PD - Recognition	313.85
ADOBE	LIB:Computer Software	29.99
APPLE.COM/BILL	CR: icloud storage	2.99
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
MICHIGAN ASSOCIATION O	PD - Dues	700.00
ASFPM	CD: Membership	180.00
USPS.COM CLICKNSHIP	City Clerk: Postage	16.80
AMAZON MARK K90NM60Q3	PD - Supplies	36.09
CENTURYLINK LUMEN	FACILITIES - Utilities - Cable	170.81
AMAZON.COM 5M8GX0HL3	FM: Operating Supplies	150.23
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
BUSCH'S #1205	PD - Recognition	23.97
AMAZON MKTPLACE PMTS	PD - Supplies	-31.99
AMAZON MARK 9F0SU2Y03	HIDTA	593.58
NRPA OPERATING	PRCS - certification renewal	70.00
ROCKETCERT.COM	CD: Continuing Ed	69.58
ROCKETCERT.COM	CD: Continuing Education	131.72
MTU-CASHIERS OFFICE WE	DWP - Conference	140.00
SQ HUB STADIUM NOVI	CR: event	4,000.00
SQ HUB STADIUM NOVI	CR: appreciation	3,211.00
STAMPS.COM	LIB:Postage	20.99
AMAZON.COM QB61H72G3	I.S. - Hardware	49.99
AMAZON MKTPL K88KQ38Z3	I.S. - Hardware	15.98
AMAZON MARK CD39K4LB3	PRCS - OAS Social Supplies	173.46
DISPLAYS2GO	CR: banner	110.85
TST PARIS BAGUETTE -	PD: Operating Expense	43.68
AMAZON MKTPL 5P0UO6TW3	Wellness & Engagement	14.99
AMAZON MKTPL VB1V33KB3	I.S. - Hardware	189.00
IN SOCCER ASSIGNING L	PRCS: Program Expenses	3,234.60
OAKLAND PRESS	MGR: Newspaper Subscription	13.80
IN WILDTYPE DESIGN NA	PRCS -Villa Barr	81.93
KULTURECITY	PRCS: certifications	250.00
FUELCLOUD	DPW-G&O	152.50
PAYPAL CAFE AR	PRCS: villabarr residency software	120.00
TEAMSIDELINE.COM	PRCS: League Software	299.33
TEAMSIDELINE.COM	PRCS: League Software	299.33
TEAMSIDELINE.COM	PRCS: League Software	299.34
WM SUPERCENTER #5893	LIB:Computer Supplies	7.15
WAL-MART #5893	LIB:Computer Supplies	-7.58
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
AMAZON RETA NH3BO7ZT3	PD - Supplies	381.74
TEAMSIDELINE.COM	PRCS: Program Expenses	26.49
OAKLAND PRESS	MGR: Newspaper Subscription	14.85
AMAZON.COM ZA6BQ23W3	PD: Operating Supplies	143.88

AMAZON MKTPL IK3T63KF3	FD: Operating Supplies	153.98
SPECTRUM	FACILITES - Utilities - Telephone	9,004.37
KROGER #632	LIB:Staff Recognition	106.95
DISPLAYS2GO	CR: banner	19.58
D J WSJ	MGR: digital WSJ	38.99
METRO AIRPORT PARKING	PD: Operating Expense	69.00
AMAZON.COM ZO8R114A3	ASSES: Supplies	30.98
AMAZON MKTPL OW6D54193	I.S. - Supplies	73.90
MEIJER STORE #122	PRCS - OAS Supplies	23.26
MEIJER STORE #122	PRCS - OAS Volunteers	42.45
SAMS CLUB #6657	CR: supplies	290.00
AMAZON MKTPL JA3JO4SY3	FD: Operating Expense	85.00
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
WM SUPERCENTER #5893	LIB:Computer Supplies	7.58
MICHIGAN MUNICIPAL LEA	CC: MML Training Course	110.00
MI PERMIT LIC PLAN REV	CD: License renewal	100.00
ALDI 67094	PRCS - OAS Event Food	66.06
USPS.COM CLICKNSHIP	City Clerk: Postage	16.80
TARGET 00014654	PRCS - OAS Supplies	-32.32
TARGET 00014654	PRCS - OAS Supplies	29.96
BEAT BY BEAT PRESS	PRCS: theatre license	395.00
SPI DIRECTV SERVICE	PD; Cable	50.00
AMAZON MKTPL 6Q1882253	W&S-OS	52.98
AMAZON MKTPL CY2BZ5MN3	FD - Operating Expense	64.99
AMAZON.COM PC7ER5LB3	PD: Operating Supplies	9.48
AMAZON.COM LP4JI4BE3	W&S-OS	83.12
AMAZON MKTPL P57UC69A3	FM: Operating Supplies	43.90
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
AMAZON MKTPL EJ7GB3JV3	PM: office equipment.	17.99
WM SUPERCENTER #5893	PRCS: Program Supplies	21.64
GUIDO S PIZZA-NOVI	PRCS: Program Expense	665.63
GUIDO S PIZZA-NOVI	PRCS: Program Expense	517.96
AMAZON MKTPL LQ4MR4V43	PD: Operating Supplies	12.98
AMAZON MKTPL IE7PW3MI3	PD: Operating Supplies	16.99
SQ SWEETWATERS COFFEE	CR: catering	70.35
TECHSOUP	LIB:Computer Software	93.60
WAL-MART #5893	LIB:Programming	14.66
MICHIGAN MUNICIPAL LEA	CC: Wksp/Seminar Attendance	65.00
AMAZON MKTPL 9X9748AU3	PD-VM	30.99
VZWRLSS APOCC VISB	FACILITES - Utilities - Telephone	10,732.02
AMAZON.COM 0C9NQ7ZR3	PM: office supplies	43.95
AMERICAN HEART SHOPCPR	PD: Training	178.00
SERFINITMED	PD; Operating Expense	407.97
AMAZON.COM GC6VA6693	PD: Office Supplies	146.08
AMAZON MARK EJ3KD3Y93	PD - Supplies	99.88
AMAZON MARK 1O8R897Z3	PD - Supplies	95.13
MEIJER STORE #054	PRCS: Progarm Expenses	85.00
NATIONAL FIRE PROTECTI	FD: Training	249.00
AMAZON MKTPL XG9538XT3	FIN: Office Supplies	232.09
SAMSCLUB.COM	PD: Operating supplies	189.80
MICHIGAN WATER ENVIORN	DPW - Conference	160.00
123.NET, INC.	FACILITES - Utilities - Telephone	3,994.03
SP STATE AND FEDERAL	HR: Labor Law Posters	236.93
SAMS CLUB RENEWAL	FIN: SAM'S MBRSHP	67.00
SAMS CLUB RENEWAL	PRCS: SAM'S MBRSHP	67.00
SAMS CLUB RENEWAL	LIB: SAM'S MBRSHP	67.00
SAMS CLUB RENEWAL	PD: SAM'S MBRSHP	67.00
SAMS CLUB RENEWAL	FD: SAM'S MBRSHP	67.00
ALDI 67094	PRCS - OAS Event Food	116.76
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
ICMA ONLINE	MGR: ICMA Membership	1,200.00
AMAZON MKTPL ZE7XP8WZ3	FD: Operating Expense	6.99
GRAYLINEMED	PD: Operating Expense	215.98
DELTA	CR: GSMCON airfare	328.97
AMAZON MKTPL R46H11FU3	CD: Office supplies	14.55

AMAZON.COM SW0UU9YN3	PD: Operating supplies	32.34
AMAZON MKTPL G87X842Z3	FD: Operating Expense	110.66
LAKELAND BANQUET AND E	LIB:Adult Programming	1,466.52
TARGET 00014654	PRCS - OAS Supplies	171.00
WHITLOCK BUSINESS SYST	Treas - Postage for utility bills	1,890.16
JIMMY JOHNS - 1659 - E	Council: meeting	56.17
FEDEX507778905	IS: FedEx	77.90
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
PIZZA HUT 037235	HR: Emp wellness & engagement	69.31
GETSLING.COM	PRCS: Scheduling Software	79.03
AMAZON MARK BA4MO7I93	PRCS: Program Supplies	47.96
WHITLOCK BUSINESS SYST	Treas - Postage for utility bills	2,013.94
WHITLOCK BUSINESS SYST	Treas - Print utility bill notices	236.16
WHITLOCK BUSINESS SYST	Treas - Postage for utility bills	651.26
WHITLOCK BUSINESS SYST	Treas - Print utility bills	671.81
WHITLOCK BUSINESS SYST	Treas - Print utility bills	646.79
AMAZON RETA Y61WT6WC3	CD: Office Supplies	87.91
IN ACCUBRINE LLC	DPW: Brine Maker	3,250.00
AMAZON.COM H85TS5683	FD: Operating Supplies	116.70
ICLE -UNIVERSITY OF MI	MGR: Office Supplies	213.06
RECIMI	CD: Membership	50.00
ZOHO CORP	IT - Software Renewal	-144.12
LEVY@FOX THEATRE CONC	LIB:Adult Programming	28.46
OPENAI CHATGPT SUBSCR	IT: Software Subscription	20.00
NRPA OPERATING	PRCS: CPRP renewal	70.00
AMAZON.COM 9V7JP4GX3	FD: Operating Supplies	106.18
AMAZON MKTPL IP0KO4QG3	FD: Operating supplies	18.50
NATIONAL FIRE PROTECTI	FD: Training	249.00
AMAZON RETA BI0UV1XM0	DPW - Mailbox repair	75.28
AMAZON MKTPL BI0GE1UT2	FD: Operating Supplies	32.55
AMAZON MKTPL BI5EK43O0	FD: Operating Supplies	79.70
AMAZON MKTPL BI84J9TZ0	FD: Operating supplies	69.99
STATE TAX COMMISSION	DPW: Memberships/Dues	50.00
AMAZON.COM JQ0QR20L3	FD: Operating expense	24.46
AMAZON MKTPL BI8E018Z0	FD: Office supplies	22.68
ICMA ONLINE	DPW: Memberships/ Dues	200.00
AMAZON MKTPL M43BM84O3	DPW-OS	35.41
CTLP BLUE RHINO PROPA	PD: Operating Expense	21.12
NRPA OPERATING	PRCS - Certification Renewal	70.00
AMAZON MKTPL BI4RJ53A0	FM: Operating Supplies	715.21
USPS.COM CLICKNSHIP	City Clerk: Postage	16.80
SPARK HIRE	HR: CFO Recruitment	299.00
OAKLAND PRESS	MGR: Newspaper Subscription	13.80
AMAZON MKTPL BI6C77R62	FLT - parts	287.09
MICHIGAN GREEN INDUSTR	PM: MDARD CEUs	70.00
AMERICANLEAKDETECTION.	W&S: water line maintenance	850.00
QUADIENT INC ORACLE	Clerk - supplies	402.00
AMAZON.COM BI03M4C30	FIN: Office Supplies	44.77
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
AMAZON RETA BI95T86T2	PRCS: Supplies	21.59
OAKLAND PRESS	MGR: Newspaper Subscription	14.90
MPARKS	PRCS: Conference	-252.50
AMAZON MKTPL BI5CU4QJ2	FD: Operating Expense	224.27
PAYPAL SB MEDICAL	PD: Operating Expense	358.24
WM SUPERCENTER #5893	LIB: Programming	127.11
AMAZON MKTPLACE PMTS	PRCS: diwali decor return	-28.63
AMAZON MARK BI98I0QC2	PRCS: Supplies	9.49
SQ WESTERN WAYNE MUTU	FD: Operating Expense	60.00
NCEES.ORG	DPW - Training	400.00
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
AFP MACEO	CD: Training	25.00
AMAZON MKTPL BB62C9730	PD - Operating Expense	96.54
AMAZON MKTPL BI36M0FU1	FD: Operating Expense	125.95
AMAZON.COM BI9SE4C31	CR: nametags	7.68
AMAZON MARK BI0EE24E1	PD - Supplies	187.33
AMAZON MKTPL BB52018V0	FD: Operating Expense	155.82

HTL RENAISSANCEDAL	PD - Loding	1,038.28
BWY FBINAA NATL OFFIC	PD: Dues	150.00
SQ MICHIGAN FORESTRY	CD: Review documentation	45.00
WWW.SBMEDICAL.COM	PD: Operating supplies	220.95
PAYPAL ETSY INC	CR: tax refund	-2.52
USPS.COM CLICKNSHIP	City Clerk: Postage	8.40
AMAZON MKTPL BI6VV7NL2	Treas - Office Supplies	12.50
AMAZON MKTPL BB3OZ5Q50	Treas - Office supplies	30.20
THEIACP	PD: Dues	220.00
GOVERNMENT FINANCE OFF	FIN: GFOA Award	1,340.00
AMAZON.COM BI4GK1ZQ2	Finance: Office supplies	164.86
AMAZON MKTPL BB8VE7H90	Treas - Office Supplies	56.68
AMAZON MKTPL BB5GX96J1	W&S-OS	277.98
AMAZON MKTPL BB0LD7MY0	Treas - Office Supplies	8.32
AFP MACEO	CD: Membership	75.00
USPS.COM CLICKNSHIP	City Clerk: Postage	16.80
COMFORT INNS	City Clerk: Conferences	308.70
OFFICE DEPOT #1170	HIDTA	1,102.38
GANNETT MEDIA CO	MGR: Newspaper Subscription	19.99
SQ HUB STADIUM NOVI	CR: projector	75.00
SQ HUB STADIUM NOVI	CR: catering	650.00
AFP MACEO	CD: Membership	75.00
AMAZON WEB SERVICES	IS-Hosting Fee	.16
HBR SUBSCRIPTION	I.S. - Subscription Renewal	135.00
WWW.VOLGISTICS.COM	IS: Man - Software Renewal	253.00
STORYBLOCKS	CR: Stock Media	360.00
AMAZON.COM B20OL8930	PD-VM	6.12
AMAZON MKTPL BB8OT6L71	FD: Operating supplies	17.98
AMAZON MKTPL BB21W1GC1	PM: Shop coffee	134.35
AMAZON MKTPL BB6NY9ZH0	PM: Lighting cables	45.88
AMAZON.COM BB4HB5BW2	FD; Operating supplies	109.09
AMAZON MKTPL BB2YN0882	FD: Operating Supplies	25.89
	GRAND TOTAL	**$ 4,098,976.18**

GENERAL FUND	101	875,256.99
MAJOR STREET FUND	202	291,399.16
LOCAL STREET FUND	203	76,489.82
MUNICIPAL STREET FUND	204	46,774.36
PARKS, REC & CULTURAL SVCS FUND	208	53,408.24
DRAIN FUND	211	70,858.79
TREE FUND	213	31,118.75
RUBBISH COLLECTION FUND	226	189,050.32
LIBRARY FUND	271	76,280.35
LIBRARY CONTRIBUTION FUND	272	106.95
STREET LIGHTING 204109 - WEST OAKS ST	281	428.78
STREET LIGHTING 204 81 - WEST LAKE DRIVE	286	263.11
STREET LIGHTING 204108 - TOWN CENTER ST	287	1,747.49
PUBLIC IMPROVEMENT FUND	445	4,458.00
PUBLIC SAFETY BUILDING FUND	464	3,943.68
SENIOR HOUSING FUND	574	307.93
WATER AND SEWER FUND	592	1,768,394.08
SELF INSURANCE - HEALTH CARE FUND	677	17,600.00
AGENCY FUND	701	467,436.88
CURRENT TAX COLLECTION FUND	703	37,409.41
MI HIDTA	725	86,243.09
	GRAND TOTAL	**$ 4,098,976.18**